

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO PLANNING AND DEVELOPMENT COMMITTEE

meeting date: 21 OCTOBER 2021
title: REVIEW OF FEES AND CHARGES
submitted by: DIRECTOR OF RESOURCES
principal author: VALERIE TAYLOR

1 PURPOSE

- 1.1 To seek member approval on proposals to increase this committee's fees and charges with effect from the 1 April 2022.
- 1.2 To consider a request from the building control section to also increase building control fees and charges in the current financial year with effect from the 1 November 2021, in addition to the next financial year, 1 April 2022.

2 BACKGROUND

- 2.1 The annual review of the council's fees and charges has been undertaken as part of the budget setting process for the forthcoming 2022/23 financial year.
- 2.2 The council's latest budget forecast allows for a 3% inflationary increase in the level of income raised from fees and charges. The review therefore aims to increase budgeted income for 2022/23 by this percentage as a minimum when compared with this year's original budget estimate.
- 2.3 As planning application fees are set by Central Government they fall outside of the remit of this review. At this time no increases are anticipated for the 2022/23 financial year.
- 2.4 Pre-application advice fees are however set by ourselves as the relevant Local Planning Authority and have therefore been included in the annual review (Annex 1).
- 2.5 The scale of charges in respect of Building Control fee earning (i.e. non-statutory) activities was last increased in November 2019.
- 2.6 Following a recent review, the building control section are requesting a 3% increase to charges in the current financial year with an effective date of 1st November, and a further 3% increase for the 2022/23 financial year from 1st April (Annexes 2 and 3).

3 ADVICE OF POLICY AND FINANCE COMMITTEE AND BUDGET WORKING GROUP

- 3.1 At their meeting in September, Policy and Finance Committee considered the overall three-year Budget Forecast. This forecast assumes that fees and charges are increased overall by 3%.
- 3.2 Policy and Finance Committee asked that Budget Working Group give guidance to committees based on the budget forecast. Service committees are asked to review their fees and charges in order to achieve this overall target increase in income of 3%.

3.3 For this committee, a minimum 3% increase in fees and charges would generate the following additional income when compared to the current year base budget:

Area	Current Year Budget £	At 3%
Building Control	172,530	5,176
Other fees and charges	63,760	1,913
TOTAL	236,290	7,089

4 REVIEW OF FEES AND CHARGES FOR 2022/23

4.1 The review of fees and charges is coordinated by financial services, working together with heads of service and budget holders.

4.2 The following process is undertaken:

- Budget holders are provided with an indication of the fees and charges factoring in a 3% increase on the base budget.
- A discussion meeting is then held between the budget holder and financial services to enable the budget holder to propose a set of fees and charges for their services. This may depend on where there is a national requirement or service specific reason for setting a fee or charge different from a 3% increase.

4.3 Following discussions a **proposed** set of fees and charges for implementation from 1 April 2022 has been produced for this committee and is shown at Annex 1.

4.4 Annex 1 excludes increases proposed by the building control section which are included at annexes 2 and 3, and for which further information is set out in section 6 of this report.

4.5 Annex 1 provides a breakdown of general fees and charges, predominantly those in respect of pre-application advice and sets out:

- the current charge for 2021/22;
- the current year base budgeted income estimated to be raised by each charge (Net of VAT);
- the proposed charges for implementation from 1 April 2022;
- an indication of the potential income that may be achieved in 2022/23 compared to the current base budget, should the proposals be agreed (Net of VAT);
- the resulting percentage increase in the charge from 2021/22 to 2022/23;
- Date that each charge was last increased (They are all reviewed annually, but may not necessarily be increased)

4.6 The indication of potential income which is shown throughout Annex 1 is provided for guidance purposes only and is based on past activity levels built into the base budget. No account is taken of any change in service use which may be influenced by a change in charge levels or reductions in demand that may result from the economical impact of COVID-19.

4.7 If you agree the recommended charges shown in Annex 1, the estimated extra income raised based on **current budgeted income levels** is £2,350, or an overall increase of 3.69%.

5 PRE-APPLICATION ADVICE SERVICE

- 5.1 Due to vacancies and a redeployment within the planning section this year, it has been necessary to direct available resources towards the provision of mandatory services. Following a review in August 2021 the pre-application advice service has been offered in respect of major developments only and the fast-track service has been suspended.
- 5.2 The pre-application advice service is currently subject to ongoing review, with the objective being to resume full service delivery as soon as possible. Indicative income levels provided at annex 1 assume that full service will have resumed by April, although there is some uncertainty over exact timings as this depends on recruitment and training timescales within the planning section.

6 BUILDING CONTROL FEES

- 6.1 Before any building work commences on a property, the owner, or any agent acting on their behalf, must appoint either Local Authority Building Control (LABC) or an Approved Inspector to carry out the Building Control function.
- 6.2 Contractors, architects and surveyors must ensure that all submitted plans comply with Building Regulations, which have evolved to protect the occupants and users of any building, to assist in energy conservation and the provision of access and use of facilities by disabled persons.
- 6.3 Charging for Building Regulations is carried out in different ways by the LABC and the Approved Inspectors. The Local Authority are duty bound to publish their charges so that members of the public can access the information prior to making a submission. LABC fees are invariably calculated on a fixed price basis for extensions, new build dwellings and other minor works, whilst for more complex projects the fee is based on an estimated cost of the work to be carried out. Also, applications submitted to the LABC are usually paid in two stages – a fee is payable on the submission of an application (comprising forms and plans) and following this, inspections fees are invoiced once work has commenced on site. In contrast, Approved Inspectors will determine the charge for each project individually and payment is made in full on submission of plans and will cover both plan check and inspection cost.
- 6.4 The Building (Local Authority Charges) Regulations 2010 state that Building Control fee earning activities should be charged with the intention of achieving a full cost recovery.
- 6.5 The Council's scale of charges in respect of Building Control fee earning activities was last revised on the 1st November 2019.
- 6.6 Following a recent review, the Building Control section have requested that the current year charges be increased by 3%, from 1st November 2021, representing the increase in costs of running the service, and also the increase in the complexity of the Regulations since November 2019 (proposed charges are set out at Annex 2).
- 6.7 A further inflationary increase of 3% is proposed from 1 April 2022 in line with the Council's latest budget forecast for the 2022/23 financial year (proposed charges are set out at Annex 3).
- 6.8 If committee approve the proposed increases to the building control scale of charges, then the council can expect to generate the following additional income when compared to the current year base budget:

Year	Period	Base budget 2021/22	Additional Income	% Increase
2021/22	November-March	£62,080	£1,860	3.0
2022/23	April-March	£172,530	£10,510	6.1

7 RISK ASSESSMENT

7.1 The approval of this report may have the following implications:

- Resources – Fees and Charges provide a key income source for the Council. Fees and charges also provide a mechanism to target concessions, and also to charge service users directly rather than allowing the financial burden of certain service provision to fall on the council tax.
- Technical, Environmental and Legal – The Local Government Acts of 2000 and 2003 extended authorities' powers to charge for discretionary services.
- Political – none
- Reputation – Substantial increases to charges can generate adverse publicity.
- Equality and Diversity – One of the aims of the fees and charges mechanism on many services is to pass on service concession in order to increase inclusivity.

8 CONCLUSION

- 8.1 Work has been undertaken by financial services, heads of service and budget holders in reviewing the fees and charges operated by this committee in advance of the next financial year.
- 8.2 The council's three-year budget forecast that was approved by Policy and Finance Committee in September 2021 assumes that fees and charges are increased next year by 3%.
- 8.3 If you agree with the increases in charges as set out in the annexes to the report, then this committee will meet the 3% target required for the financial year 2022/23.
- 8.4 The Building Control section have also proposed an increase to charges in the current financial year, with an effective date of November 2021, due to inflationary pressures and increased complexity of building control regulations since November 2019 when the charges were last revised.

9 RECOMMENDATION THAT COMMITTEE

- 9.1 Approve the proposed fees and charges as set out in the annexes to the report.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PD14-21/VT/AC
11 OCTOBER 2021

For further information please ask for Valerie Taylor extension 4433

PLANNING AND DEVELOPMENT COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2022

BUILDING CONTROL – BLDGC	Ledger Code	VAT	Date of last change	Charge from 1st April 2020	Current Charge 2021/22	Budgeted Income Net of VAT for 2021/22	Proposed Charges for 2022/23	Indication of Potential Income Net of VAT for 2022/23	Percentage Increase in Charge
				£	£	£	£	£	%
Building Control Decision Notices	BCNON/8231m	Non Vatable	01/04/2021	22.00	23.00	1,130.00	24.00	1,180.00	4.35%

PLANNING - PLANG	Ledger Code	VAT	Date of last change	Charge from 1st April 2020	Current Charge 2021/22	Budgeted Income Net of VAT for 2021/22	Proposed Charges for 2022/23	Indication of Potential Income Net of VAT for 2022/23	Percentage Increase in Charge
				£	£	£	£	£	%
Planning Decision Notices	PLANG/8231m	Non Vatable	01/04/2021	22.00	23.00	3,230.00	24.00	3,370.00	4.35%
Planning S106 Application Modification	PLANG/8404u	Non Vatable	01/04/2008	450.00	450.00	3,150.00	460.00	3,220.00	2.22%

Pre-Application Advice	Minor Developments	PLANG/8495n	VAT Inclusive	01/04/2021	250.00	255.00	18,420.00	265.00	19,140.00	3.92%
	- additional meeting	PLANG/8495n	VAT Inclusive	01/04/2021	125.00	127.50	140.00	130.00	140.00	1.96%
	Intermediate Developments	PLANG/8495n	VAT Inclusive	01/04/2021	475.00	490.00	3,970.00	510.00	4,130.00	4.08%
	- additional meeting	PLANG/8495n	VAT Inclusive	01/04/2021	237.00	245.00	560.00	250.00	570.00	2.04%

PLANNING AND DEVELOPMENT COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2022

PLANNING - PLANG		Ledger Code	VAT	Date of last change	Charge from 1st April 2020	Current Charge 2021/22	Budgeted Income Net of VAT for 2021/22	Proposed Charges for 2022/23	Indication of Potential Income Net of VAT for 2022/23	Percentage Increase in Charge
					£	£	£	£	£	%
Pre-Application Advice	Major Developments - up to two meetings	PLANG/8495n	VAT Inclusive	01/04/2021	1,100.00	1,500.00	12,640.00	1,550.00	13,060.00	3.33%
	- additional meeting	PLANG/8495n	VAT Inclusive	01/04/2021	550.00	750.00	-	775.00	-	3.33%
	- fast track service	PLANG/8495n	VAT Inclusive	01/04/2021	1,650.00	2,250.00	-	2,325.00	-	3.33%
	Large Scale Major Developments - up to two meetings	PLANG/8495n	VAT Inclusive	01/04/2021	1,600.00	2,000.00	8,690.00	2,060.00	8,950.00	3.00%
	- additional meeting	PLANG/8495n	VAT Inclusive	01/04/2021	800.00	1,000.00	1,090.00	1,030.00	1,120.00	3.00%
	- fast track service	PLANG/8495n	VAT Inclusive	01/04/2021	2,400.00	3,000.00	3,260.00	3,090.00	3,360.00	3.00%
	Discharge of Conditions Meeting	PLANG/8495n	VAT Inclusive	01/04/2021	105.00	108.00	-	115.00	0.00	6.48%
	Householders									
	- Without Meeting	PLANG/8495n	VAT Inclusive	01/04/2021	55.00	57.00	1,250.00	60.00	1,320.00	5.26%
	- With Meeting	PLANG/8495n	VAT Inclusive	01/04/2021	110.00	114.00	3,690.00	120.00	3,880.00	5.26%
	- additional meeting	PLANG/8495n	VAT Inclusive	01/04/2021	55.00	57.00	-	60.00	-	5.26%
	- fast track service	PLANG/8495n	VAT Inclusive	01/04/2021	165.00	171.00	1,780.00	180.00	1,870.00	5.26%
High Hedge or Tree Issues	PLANG/8495n	VAT Inclusive	01/04/2021	70.00	75.00	-	80.00	-	6.67%	

PLANNING AND DEVELOPMENT COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2022

PLANNING - PLANG		Ledger Code	VAT	Date of last change	Charge from 1st April 2020	Current Charge 2021/22	Budgeted Income Net of VAT for 2021/22	Proposed Charges for 2022/23	Indication of Potential Income Net of VAT for 2022/23	Percentage Increase in Charge
					£	£	£	£	£	%
Pre-Application Advice	Listed Building or work In Conservation	PLANG/8495n	VAT Inclusive	01/04/2021	100.00	110.00	640.00	115.00	670.00	4.55%
	Advertisement Advice	PLANG/8495n	VAT Inclusive	01/04/2021	70.00	75.00	120.00	80.00	130.00	6.67%
	Prior Notification	PLANG/8495n	VAT Inclusive	01/04/2021	120.00	125.00	-	130.00	-	4.00%

HIGH HEDGES - HIGHH		Ledger Code	VAT	Date of last change	Charge from 1st April 2020	Current Charge 2021/22	Budgeted Income Net of VAT for 2021/22	Proposed Charges for 2022/23	Indication of Potential Income Net of VAT for 2022/23	Percentage Increase in Charge
					£	£	£	£	£	%
Submission of High Hedges Complaint		HIGHH/8460u	Non Vatable	01/04/2021	590.00	610.00	-	630.00	-	3.28%

Total budgeted income							63,760.00	66,110.00	3.69%
Overall extra income generated compared to base budget								2,350.00	

BUILDING REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 NOVEMBER 2021

RIBBLE VALLEY BOROUGH COUNCIL BUILDING REGULATION CHARGES

The Building (Local Authority Charges) Regulations 2010
Charges with effect from 1st November 2021
(VAT rate of 20.00% - Totals rounded to nearest whole sum)



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. A 'Regularisation Charge' is payable at the time of the application to the Authority in accordance with Regulation 18 of the Building Regulations for unauthorised works, this is 150% of the total Building Notice Charge, net of VAT.
11. 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.
12. 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
13. 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

BUILDING REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 NOVEMBER 2021

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

No of Dwellings	Full Plans Application						Building Notice Application		
	Plan Charge	VAT	Total	Inspection Charge	VAT	Total	Building Notice Charge	VAT	Total
1	283.33	56.67	340.00	515.00	103.00	618.00	865.83	173.17	1039.00
2	406.67	81.33	488.00	824.17	164.83	989.00	1396.67	279.33	1676.00
3	494.17	98.83	593.00	978.33	195.67	1174.00	1675.83	335.17	2011.00
4	570.83	114.17	685.00	1081.67	216.33	1298.00	1883.33	376.67	2260.00
5	626.67	125.33	752.00	1167.50	233.50	1401.00	2148.33	429.67	2578.00

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

STANDARD CHARGES FOR NEW HOUSING (CONT)
(Floor area between 300m² and 700m²)

Proposal	Full Plans Application						Building Notice Application		
	Plan Charge	VAT	Total	Inspection Charge	VAT	Total	Building Notice Charge	VAT	Total
Single Dwelling with floor area between 301m² and 500m²	283.33	56.67	340.00	760.00	152.00	912.00	1150.00	230	1380.00
Single Dwelling with floor area between 501m² and 700m²	283.33	56.67	340.00	1008.33	201.67	1210.00	1455.00	291	1746.00

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

Proposal	Full Plans Application						Building Notice Application		
	Plan Charge	VAT	Total	Inspection Charge	VAT	Total	Building Notice Charge	VAT	Total
CATEGORY 1 - Extensions to Dwellings									
Internal floor area not exceeding 6m²	347.5	69.50	417.00	Inc	Inc	Inc	416.67	83.33	500.00
Internal floor area over 6m² but not exceeding 40m²	215.00	43.00	258.00	300.83	60.17	361.00	592.50	118.50	711.00

BUILDING REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 NOVEMBER 2021

Proposal	Full Plans Application						Building Notice Application		
	Plan Charge	VAT	Total	Inspection Charge	VAT	Total	Building Notice Charge	VAT	Total
Internal floor area over 40m² but not exceeding 60m²	215.00	43.00	258.00	433.33	86.67	520.00	750.83	150.17	901.00
Internal floor area over 60m² but not exceeding 80m²	215.00	43.00	258.00	532.50	106.50	639.00	880.00	176.00	1056.00
CATEGORY 2 - Garages and Carports									
Erection or extension of a detached or attached building or an extension to a dwelling									
Which consists of a garage, external store, carport having a floor area not exceeding 40m² 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.	283.33	56.67	340.00	Inc	Inc	Inc	325.83	65.17	391.00
Where the garage/store exceeds a floor area of 40m² but does not exceed 60m²	395.00	79.00	474.00	Inc	Inc	Inc	472.50	94.50	567.00
CATEGORY 3 - Loft conversion and Dormers									
Formation of a room in a roof space, including means of access thereto. Fees for lofts greater than 40m ² are to be based on the cost of work.									
Without a dormer but not exceeding 40m² in floor area*	365.00	73.00	438.00	Inc	Inc	Inc	437.50	87.50	525.00
With a dormer but not exceeding 40m² in floor area*	215.00	43.00	258.00	287.50	57.50	345.00	602.50	120.50	723.00

*Not carried out under a Competent Person Scheme

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 £902.50 (nett of vat), the total estimated cost of the work must therefore be at least £50,001.

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	Full Plans Application						Building Notice Application		
	Plan Charge	VAT	Total	Inspection Charge	VAT	Total	Building Notice Charge	VAT	Total
Installation of replacement windows and doors* in a dwelling where the number of windows/doors does not exceed 20	94.17	18.83	113.00	Inc	Inc	Inc	94.17	18.83	113.00
Underpinning with a cost not exceeding £30,000	291.67	58.33	350.00	Inc	Inc	Inc	291.67	58.33	350.00
Controlled Electrical Work* to a single dwelling (not carried out in conjunction with work being undertaken that falls within Table B)	189.17	37.83	227.00	Inc	Inc	Inc	189.17	37.83	227.00
Renovation of a thermal element (excluding cavity wall insulation) i.e. work involving recovering of a roof or renovation of an external wall to which Regulation L1b applies	111.67	22.33	134.00	Inc	Inc	Inc	111.67	22.33	134.00

BUILDING REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 NOVEMBER 2021

Proposal	Full Plans Application						Building Notice Application		
	Plan Charge	VAT	Total	Inspection Charge	VAT	Total	Building Notice Charge	VAT	Total
Formation of a single en suite bathroom/shower room or cloakroom within an existing dwelling (excluding electrical work)	231.67	46.33	278.00	Inc	Inc	Inc	231.67	46.33	278.00
Removal or partial removal of chimney breast	231.67	46.33	278.00	Inc	Inc	Inc	231.67	46.33	278.00
Removal of wall and insertion of beam(s) maximum span 4 metres (If more than one opening formed use schedule E)	141.67	28.33	170.00	Inc	Inc	Inc	141.67	28.33	170.00
Converting two existing dwellings into a single dwelling where no alterations are necessary) Otherwise use table E	321.67	64.33	386.00	Inc	Inc	Inc	321.67	64.33	386
Heating Appliance Installation Installation of a multi fuel heating appliance including associated flue to a single dwelling by a person not registered under a Competent Persons Scheme. (Where new chimney use schedule E)	171.67	34.33	206.00	Inc	Inc	Inc	171.67	34.33	206.00
Installation of a sewage treatment plant in connection with a private dwelling	275.00	55.00	330.00	Inc	Inc	Inc	322.50	64.50	387.00

*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 B 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	Full Plans Application					
		Plan Charge	VAT	Total	Inspection Charge	VAT	Total
1	Internal floor area not exceeding 6m²	407.50	81.50	489.00	Inc	Inc	Inc
2	Internal floor area over 6m² but not exceeding 40m²	215.00	43.00	258.00	300.83	60.17	361.00
3	Internal floor area over 40m² but not exceeding 80m²	215.00	43.00	258.00	480.83	96.17	577.00
4	Shop fit out not exceeding a value of £50,000	429.17	85.83	515.00	Inc	Inc	Inc
5	Replacement windows a) Not exceeding 10 windows b) Between 11-20 windows	a) 133.33 b) 227.50	a) 26.67 b) 45.50	a) 160.00 b) 273.00	Inc	Inc	Inc

**BUILDING REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR
IMPLEMENTATION FROM 1 NOVEMBER 2021**

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

Estimated cost		Full Plans Application						Building Notice Application		
From:	To:	Plan Charge	VAT	Total	Inspection Charge	VAT	Total	Building Notice Charge	VAT	Total
£0.00	£1,000.00	141.67	28.33	170.00	Inc	Inc	Inc	171.67	34.33	206.00
£1,001.00	£2,000.00	235.83	47.17	283.00	Inc	Inc	Inc	283.33	56.67	340.00
£2,001.00	£5,000.00	275.00	55.00	330.00	Inc	Inc	Inc	322.50	64.50	387.00
£5,001.00	£7,000.00	300.83	60.17	361.00	Inc	Inc	Inc	353.33	70.67	424.00
£7,001.00	£10,000.00	345.00	69.00	414.00	Inc	Inc	Inc	411.67	82.33	494.00
£10,001.00	£20,000.00	416.67	83.33	500.00	Inc	Inc	Inc	490.83	98.17	589.00
£20,001.00	£30,000.00	536.67	107.33	644.00	Inc	Inc	Inc	645.83	129.17	775.00
£30,001.00	£40,000.00	317.50	63.50	381.00	373.33	74.67	448.00	751.67	150.33	902.00
£40,001.00	£50,000.00	347.50	69.50	417.00	437.50	87.50	525.00	866.67	173.33	1040.00
£50,001.00	£75,000.00	399.17	79.83	479.00	530.83	106.17	637.00	995.83	199.17	1195.00
£75,001.00	£100,000.00	433.33	86.67	520.00	669.17	133.83	803.00	1214.17	242.83	1457.00
£100,001.00	£150,000.00	497.50	99.50	597.00	760.00	152.00	912.00	1350.00	270.00	1620.00
£150,001.00	£200,000.00	558.33	111.67	670.00	884.17	176.83	1061.00	1630.83	326.17	1957.00

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 £30,000.

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 REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2022

RIBBLE VALLEY BOROUGH COUNCIL
BUILDING REGULATION CHARGES
 The Building (Local Authority Charges) Regulations 2010
 Charges with effect from 1st April 2022
 (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. A 'Regularisation Charge' is payable at the time of the application to the Authority in accordance with Regulation 18 of the Building Regulations for unauthorised works, this is 150% of the total Building Notice Charge, net of VAT.
11. 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.
12. 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
13. 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

BUILDING REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2022

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

No of Dwellings	Full Plans Application						Building Notice Application		
	Plan Charge	VAT	Total	Inspection Charge	VAT	Total	Building Notice Charge	VAT	Total
1	291.67	58.33	350.00	530.83	106.17	637.00	891.67	178.33	1070.00
2	419.17	83.83	503.00	849.17	169.83	1019.00	1438.33	287.67	1726.00
3	509.17	101.83	611.00	1007.50	201.50	1209.00	1725.83	345.17	2071.00
4	588.33	117.67	706.00	1114.17	222.83	1337.00	1940.00	388.00	2328.00
5	645.83	129.17	775.00	1202.50	240.50	1443.00	2212.50	442.50	2655.00

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

STANDARD CHARGES FOR NEW HOUSING (CONT)
(Floor area between 300m² and 700m²)

Proposal	Full Plans Application						Building Notice Application		
	Plan Charge	VAT	Total	Inspection Charge	VAT	Total	Building Notice Charge	VAT	Total
Single Dwelling with floor area between 301m² and 500m²	291.67	58.33	350.00	782.50	156.50	939.00	1184.17	236.83	1421.00
Single Dwelling with floor area between 501m² and 700m²	291.67	58.33	350.00	1038.33	207.67	1246.00	1498.33	299.67	1798.00

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

Proposal	Full Plans Application						Building Notice Application		
	Plan Charge	VAT	Total	Inspection Charge	VAT	Total	Building Notice Charge	VAT	Total
CATEGORY 1 - Extensions to Dwellings									
Internal floor area not exceeding 6m²	358.33	71.67	430.00	Inc	Inc	Inc	429.17	85.83	515.00
Internal floor area over 6m² but not exceeding 40m²	221.67	44.33	266.00	310.00	62.00	372.00	610.00	122.00	732.00
Internal floor area over 40m² but not exceeding 60m²	221.67	44.33	266.00	446.67	89.33	536.00	773.33	154.67	928.00
Internal floor area over 60m² but not exceeding 80m²	221.67	44.33	266.00	548.33	109.67	658.00	906.67	181.33	1088.00

BUILDING REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2022

Proposal	Full Plans Application						Building Notice Application		
	Plan Charge	VAT	Total	Inspection Charge	VAT	Total	Building Notice Charge	VAT	Total
CATEGORY 2 - Garages and Carports									
Erection or extension of a detached or attached building or an extension to a dwelling									
Which consists of a garage, external store, carport having a floor area not exceeding 40m² 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.	291.67	58.33	350.00	Inc	Inc	Inc	335.83	67.17	403.00
Where the garage/store exceeds a floor area of 40m² but does not exceed 60m²	406.67	81.33	488.00	Inc	Inc	Inc	486.67	97.33	584.00
CATEGORY 3 - Loft conversion and Dormers									
Formation of a room in a roof space, including means of access thereto. Fees for lofts greater than 40m ² are to be based on the cost of work.									
Without a dormer but not exceeding 40m² in floor area*	375.83	75.17	451.00	Inc	Inc	Inc	450.83	90.17	541.00
With a dormer but not exceeding 40m² in floor area*	221.67	44.33	266.00	295.83	59.17	355.00	620.83	124.17	745.00

*Not carried out under a Competent Person Scheme

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 £902.50 (nett of vat), the total estimated cost of the work must therefore be at least £50,001.

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	Full Plans Application						Building Notice Application		
	Plan Charge	VAT	Total	Inspection Charge	VAT	Total	Building Notice Charge	VAT	Total
Installation of replacement windows and doors* in a dwelling where the number of windows/doors does not exceed 20	96.67	19.33	116.00	Inc	Inc	Inc	96.67	19.33	116.00
Underpinning with a cost not exceeding £30,000	300.83	60.17	361.00	Inc	Inc	Inc	300.83	60.17	361.00
Controlled Electrical Work* to a single dwelling (not carried out in conjunction with work being undertaken that falls within Table B)	195.00	39.00	234.00	Inc	Inc	Inc	195.00	39.00	234.00
Renovation of a thermal element (excluding cavity wall insulation) i.e. work involving recovering of a roof or renovation of an external wall to which Regulation L1b applies	115.00	23.00	138.00	Inc	Inc	Inc	115.00	23.00	138.00
Formation of a single en suite bathroom/shower room or cloakroom within an existing dwelling (excluding electrical work)	238.33	47.67	286.00	Inc	Inc	Inc	238.33	47.67	286.00
Removal or partial removal of chimney breast	238.33	47.67	286.00	Inc	Inc	Inc	238.33	47.67	286.00
Removal of wall and insertion of beam(s) maximum span 4 metres (If	145.83	29.17	175.00	Inc	Inc	Inc	145.83	29.17	175.00

BUILDING REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2022

Proposal	Full Plans Application						Building Notice Application		
	Plan Charge	VAT	Total	Inspection Charge	VAT	Total	Building Notice Charge	VAT	Total
more than one opening formed use schedule E)									
Converting two existing dwellings into a single dwelling where no alterations are necessary) Otherwise use table E	331.67	66.33	398.00	Inc	Inc	Inc	331.67	66.33	398.00
Heating Appliance Installation Installation of a multi fuel heating appliance including associated flue to a single dwelling by a person not registered under a Competent Persons Scheme. (Where new chimney use schedule E)	176.67	35.33	212.00	Inc	Inc	Inc	176.67	35.33	212.00
Installation of a sewage treatment tank in connection with a private dwelling	283.33	56.67	340.00	Inc	Inc	Inc	332.50	66.50	399.00

*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 B 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	Full Plans Application					
		Plan Charge	VAT	Total	Inspection Charge	VAT	Total
1	Internal floor area not exceeding 6m²	420.00	84.00	504.00	Inc	Inc	Inc
2	Internal floor area over 6m² but not exceeding 40m²	221.67	44.33	266.00	310.00	62.00	372.00
3	Internal floor area over 40m² but not exceeding 80m²	221.67	44.33	266.00	495.00	99.00	594.00
4	Shop fit out not exceeding a value of £50,000	441.67	88.33	530.00	Inc	Inc	Inc
5	Replacement windows c) Not exceeding 10 windows d) Between 11-20 windows	a) 137.50 b) 234.17	a) 27.50 b) 46.83	a) 165.00 b) 281.00	Inc	Inc	Inc

BUILDING REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2022

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

Estimated cost		Full Plans Application						Building Notice Application		
From:	To:	Plan Charge	VAT	Total	Inspection Charge	VAT	Total	Building Notice Charge	VAT	Total
£0.00	£1,000.00	145.83	29.17	175.00	Inc	Inc	Inc	176.67	35.33	212.00
£1,001.00	£2,000.00	242.50	48.50	291.00	Inc	Inc	Inc	291.67	58.33	350.00
£2,001.00	£5,000.00	283.33	56.67	340.00	Inc	Inc	Inc	332.50	66.50	399.00
£5,001.00	£7,000.00	310.00	62.00	372.00	Inc	Inc	Inc	364.17	72.83	437.00
£7,001.00	£10,000.00	355.00	71.00	426.00	Inc	Inc	Inc	424.17	84.83	509.00
£10,001.00	£20,000.00	429.17	85.83	515.00	Inc	Inc	Inc	505.83	101.17	607.00
£20,001.00	£30,000.00	552.50	110.50	663.00	Inc	Inc	Inc	665.00	133.00	798.00
£30,001.00	£40,000.00	326.67	65.33	392.00	384.17	76.83	461.00	774.17	154.83	929.00
£40,001.00	£50,000.00	358.33	71.67	430.00	450.83	90.17	541.00	892.50	178.50	1071.00
£50,001.00	£75,000.00	410.83	82.17	493.00	546.67	109.33	656.00	1025.83	205.17	1231.00
£75,001.00	£100,000.00	446.67	89.33	536.00	689.17	137.83	827.00	1250.83	250.17	1501.00
£100,001.00	£150,000.00	512.50	102.50	615.00	782.50	156.50	939.00	1390.83	278.17	1669.00
£150,001.00	£200,000.00	575.00	115.00	690.00	910.83	182.17	1093.00	1680.00	336.00	2016.00

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 £30,000.

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.