

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO PLANNING AND DEVELOPMENT COMMITTEE

meeting date: 19 OCTOBER 2023
 title: REVIEW OF FEES AND CHARGES
 submitted by: DIRECTOR OF RESOURCES AND DEPUTY CHIEF EXECUTIVE
 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 2024.

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 2024/25 financial year.
- 2.2 This report requests that members consider proposals for the increase in fees and charges for this committee's services. Such charges would be implemented with effect from 1 April 2024 and would operate for the duration of the 2024/25 financial year.

3 POLICY AND FINANCE COMMITTEE SEPTEMBER 2023

- 3.1 In September 2023, the Budget Working Group and Policy and Finance Committee considered the overall three-year Budget Forecast. This forecast assumes that fees and charges are increased overall by 4%.
- 3.2 Guidance from Policy and Finance Committee to service committees is that they review their fees and charges in order to achieve an average overall target increase in income of 4%.

4 FEES AND CHARGES INCLUDED FOR COMMITTEE REVIEW

- 4.1 Planning application fees are decided nationally and so are not included within this review. Legislation to increase planning application fees has been laid before parliament for approval. This legislation includes an increase to major development planning application fees of 35%, an increase to other planning application fees of 25% and annual increases from April 2025 in line with inflation.
- 4.2 A minimum 4% increase to other fees and charges that are decided by this committee would generate additional income as follows:

Area	Current Year Budget £	At 4% £
Building Control	212,840	8,514
General fees and charges (mainly planning pre-application advice)	43,080	1,723
TOTAL	255,920	10,237

5 FAST TRACK PRE-APPLICATION ADVICE SERVICE

- 5.1 The fast-track option for the pre-application advice service is gradually being re-introduced following suspension of the service during a period of restricted resources within the planning section.
- 5.2 The options for householder, major and large-scale developments were re-introduced on a staged basis from 1 April 2023, and it is now proposed to re-introduce the service for minor and intermediate developments from 1 April 2024. These re-introduced fees have been included within the schedule at Annex 1 at a premium of 50% on the standard fee.

6 REVIEW OF FEES AND CHARGES FOR 2024/25

- 6.1 The review of fees and charges is coordinated by financial services, working together with heads of service and budget holders.
- 6.2 The following process is undertaken:
 - Budget holders are provided with an indication of the fees and charges factoring in the 4% increase on the current 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 4% increase.
- 6.3 Following discussions a proposed set of fees and charges for implementation from 1 April 2024 has been produced for this committee and is shown at Annex 1.
- 6.4 The annex provides a breakdown of general fees and charges, mainly those in respect of pre-application advice and sets out:
 - the current charge for 2023/24;
 - the current year base budgeted income estimated to be raised by each charge (Net of VAT);
 - the **proposed** charges for implementation from 1 April 2024;
 - an indication of the potential income that may be achieved in 2024/25 compared to the current base budget, should the proposals be agreed (Net of VAT);
 - the resulting percentage increase in the charge from 2023/24 to 2024/25;
 - Date that each charge was last increased (They are all reviewed annually, but may not necessarily be increased)
- 6.5 Annex 2 sets out the proposed Building Control fee schedule for 2024/25. For information purposes the current fee schedule that has been in place since April 2022 is provided at Annex 3.
- 6.6 If you agree the recommended fees and charges for next year, the estimated additional income raised based on **current budgeted income levels** is as follows:

Area	Current Year Budget £	Additional income to be raised £	% Increase
Building Control	212,840	8,530	4.01
General Fees and Charges	43,080	1,730	4.02
TOTAL	255,920	10,260	4.01

6.7 The indication of potential income shown above is provided for guidance purposes only and is based on past activity levels. No account is taken of any change in service use which may be influenced by a change in charge levels.

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 2023 assumes that fees and charges are increased next year by 4%.

8.3 If members agree with the increases in charges as set out in the annexes to the report, then this committee will meet the 4% target for the financial year 2024/25.

9 RECOMMENDATION THAT COMMITTEE

9.1 Consider the level of fees and charges to be levied for this committee for 2024/25.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PD11-23/VT/AC
9 OCTOBER 2023

PLANNING AND DEVELOPMENT COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2024

BUILDING CONTROL – BLDGC	Ledger Code	VAT	Date of last change	Charge from 1st April 2022	Current Charge 2023/24	Budgeted Income Net of VAT for 2023/24	Proposed Charges for 2024/25	Indication of Potential Income Net of VAT for 2024/25	Percentage Increase in Charge
				£	£	£	£	£	%
Building Control Decision Notices	BCNON/8231m	Non Vatable	01/04/2023	24.00	26.00	1,260	27.00	1,310	3.85%

PLANNING - PLANG	Ledger Code	VAT	Date of last change	Charge from 1st April 2022	Current Charge 2023/24	Budgeted Income Net of VAT for 2023/24	Proposed Charges for 2024/25	Indication of Potential Income Net of VAT for 2024/25	Percentage Increase in Charge
				£	£	£	£	£	%
Planning Decision Notices	PLANG/8231m	Non Vatable	01/04/2023	24.00	26.00	2,270	27.00	2,360	3.85%
Planning S106 Application Modification	PLANG/8404u	Non Vatable	01/04/2023	460.00	500.00	1,050	520.00	1,090	4.00%

Pre-Application Advice	Minor Developments	PLANG/8495n	VAT Inclusive	01/04/2023	265.00	300.00	14,860	312.00	15,450	4.00%
	- additional meeting	PLANG/8495n	VAT Inclusive	01/04/2023	130.00	150.00	1,000	156.00	1,040	4.00%
	- Fast track service (re-introduced)	PLANG/8495n	VAT Inclusive	01/04/2021	-	-	-	468.00	-	-
	Intermediate Developments	PLANG/8495n	VAT Inclusive	01/04/2023	510.00	562.00	4,980	585.00	5,180	4.09%
	- additional meeting	PLANG/8495n	VAT Inclusive	01/04/2023	250.00	275.00	0	286.00	0	4.00%
	- Fast track service (re-introduced)	PLANG/8495n	VAT Inclusive	01/04/2021	-	-	-	877.00	-	-

PLANNING AND DEVELOPMENT COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2024

PLANNING - PLANG	Ledger Code	VAT	Date of last change	Charge from 1st April 2022	Current Charge 2023/24	Budgeted Income Net of VAT for 2023/24	Proposed Charges for 2024/25	Indication of Potential Income Net of VAT for 2024/25	Percentage Increase in Charge	
				£	£	£	£	£	%	
Pre-Application Advice	Major Developments - up to two meetings	PLANG/8495n	VAT Inclusive	01/04/2023	1,550.00	1,700.00	9,460	1,768.00	9,840	4.00%
	- additional meeting	PLANG/8495n	VAT Inclusive	01/04/2023	775.00	850.00	950	884.00	990	4.00%
	- fast track service	PLANG/8495n	VAT Inclusive	01/04/2023	2,325.00	2,600.00	0	2,704.00	0	4.00%
	Large Scale Major Developments - up to two meetings	PLANG/8495n	VAT Inclusive	01/04/2023	2,060.00	2,300.00	2,510	2,392.00	2,610	4.00%
	- additional meeting	PLANG/8495n	VAT Inclusive	01/04/2023	1,030.00	1,150.00	0	1,196.00	0	4.00%
	- fast track service	PLANG/8495n	VAT Inclusive	01/04/2023	3,090.00	3,500.00	0	3,640.00	0	4.00%
	Discharge of Conditions Meeting	PLANG/8495n	VAT Inclusive	01/04/2023	115.00	125.00	0	130.00	0	4.00%
	Householders	PLANG/8495n	VAT Inclusive	01/04/2023	60.00	66.00	0	68.50	0	3.79%
	- Without Meeting	PLANG/8495n	VAT Inclusive	01/04/2023	60.00	66.00	0	68.50	0	3.79%
	- With Meeting	PLANG/8495n	VAT Inclusive	01/04/2023	120.00	132.00	4,540	137.50	4,730	4.17%
	- additional meeting	PLANG/8495n	VAT Inclusive	01/04/2023	60.00	66.00	0	68.50	0	3.79%
	- fast track service	PLANG/8495n	VAT Inclusive	01/04/2023	180.00	200.00	0	208.00	0	4.00%
	High Hedge or Tree Issues	PLANG/8495n	VAT Inclusive	01/04/2023	80.00	88.00	0	91.50	0	3.98%

PLANNING AND DEVELOPMENT COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2024

PLANNING - PLANG		Ledger Code	VAT	Date of last change	Charge from 1st April 2022	Current Charge 2023/24	Budgeted Income Net of VAT for 2023/24	Proposed Charges for 2024/25	Indication of Potential Income Net of VAT for 2024/25	Percentage Increase in Charge
					£	£	£	£	£	%
Pre-Application Advice	Listed Building or work In Conservation	PLANG/8495n	VAT Inclusive	01/04/2023	115.00	125.00	0	130.00	0	4.00%
	Advertisement Advice	PLANG/8495n	VAT Inclusive	01/04/2023	80.00	88.00	200	91.50	210	3.98%
	Prior Notification	PLANG/8495n	VAT Inclusive	01/04/2023	130.00	150.00	0	156.00	0	4.00%

HIGH HEDGES - HIGHH		Ledger Code	VAT	Date of last change	Charge from 1st April 2022	Current Charge 2023/24	Budgeted Income Net of VAT for 2023/24	Proposed Charges for 2024/25	Indication of Potential Income Net of VAT for 2024/25	Percentage Increase in Charge
					£	£	£	£	£	%
Submission of High Hedges Complaint		HIGHH/8460u	Non Vatable	01/04/2023	630.00	700.00	-	728.00	-	4.00%

Total budgeted income							43,080		44,810	4.02%
Overall extra income generated compared to base budget									1,730	

BUILDING REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2024

RIBBLE VALLEY BOROUGH COUNCIL BUILDING REGULATION CHARGES

The Building (Local Authority Charges) Regulations 2010
Charges with effect from 1st April 2024
(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 APRIL 2024

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	Inspect Charge	Vat	Total	Building Notice Charge	Vat	Total
1	303.33	60.67	364.00	551.67	110.33	662.00	927.50	185.50	1113.00
2	435.83	87.17	523.00	883.33	176.67	1060.00	1495.83	299.17	1795.00
3	529.17	105.83	635.00	1047.50	209.50	1257.00	1795.00	359.00	2154.00
4	611.67	122.33	734.00	1158.33	231.67	1390.00	2017.50	403.50	2421.00
5	671.67	134.33	806.00	1250.83	250.17	1501.00	2300.83	460.17	2761.00

- For more than 5 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 (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 301m ² and 500m ²	303.33	60.67	364.00	814.17	162.83	977.00	1231.67	246.33	1478.00
Single Dwelling with floor area between 501m ² and 700m ²	303.33	60.67	364.00	1080.00	216.00	1296.00	1558.33	311.67	1870.00

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									
Extension(s):- Internal floor area not exceeding 6m²	372.50	74.50	447.00	Inc	Inc	Inc	446.67	89.33	536.00
Internal floor area over 6m² but not exceeding 40m²	230.83	46.17	277.00	322.50	64.50	387.00	634.17	126.83	761.00
Internal floor area over 40m² but not exceeding 60m²	230.83	46.17	277.00	464.17	92.83	557.00	804.17	160.83	965.00
Internal floor area over 60m² but not exceeding 80m²	230.83	46.17	277.00	570.00	114.00	684.00	943.33	188.67	1,132.00

BUILDING REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2024

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.	303.33	60.67	364.00	Inc	Inc	Inc	349.17	69.83	419.00
Where the garage/store exceeds a floor area of 40m² but does not exceed 60m²	423.33	84.67	508.00	Inc	Inc	Inc	505.83	101.17	607.00
CATEGORY 3. Loft Conversions 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*	390.83	78.17	469.00	Inc	Inc	Inc	469.17	93.83	563.00
With a dormer but not exceeding 40m² in floor area*	230.83	46.17	277.00	307.50	61.50	369.00	645.83	129.17	775.00

*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.	100.83	20.17	121.00	Inc	Inc	Inc	100.83	20.17	121.00
Underpinning with a cost not exceeding £30,000.	312.50	62.50	375.00	Inc	Inc	Inc	312.50	62.50	375.00
Controlled Electrical work * to a single dwelling (not carried out in conjunction with work being undertaken that falls within Table B)	202.50	40.50	243.00	Inc	Inc	Inc	202.50	40.50	243.00
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 i.e. work involving recovering of a roof or renovation of an external wall to which Regulation L1b applies	120.00	24.00	144.00	Inc	Inc	Inc	120.00	24.00	144.00

BUILDING REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2024

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)	247.50	49.50	297.00	Inc	Inc	Inc	247.50	49.50	297.00
Removal or partial removal of chimney breast	247.50	49.50	297.00	Inc	Inc	Inc	247.50	49.50	297.00
Removal of wall and insertion of beam(s) maximum span 4 metres (If more than one opening formed use schedule E)	151.67	30.33	182.00	Inc	Inc	Inc	151.67	30.33	182.00
Converting two existing dwellings into a single dwelling where no alterations are necessary) Otherwise use table E	345.00	69.00	414.00	Inc	Inc	Inc	345.00	69.00	414.00
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)	183.33	36.67	220.00	Inc	Inc	Inc	183.33	36.67	220.00
Installation of a sewage treatment tank in connection with a private dwelling	295.00	59.00	354.00	Inc	Inc	Inc	345.83	69.17	415.00

*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	436.67	87.33	524.00	Inc	Inc	Inc
2	Internal floor area over 6m² but not exceeding 40m²	230.83	46.17	277.00	322.50	64.50	387.00
3	Internal floor area over 40m² but not exceeding 80m²	230.83	46.17	277.00	515.00	103.00	618.00
4	Shop fit out not exceeding a value of £50,000	459.17	91.83	551.00	Inc	Inc	Inc
5	Replacement windows a – not exceeding 10 windows b – between 11 – 20 windows	a) 143.33 b) 243.33	a) 28.67 b) 48.67	a) 172.00 b) 292.00	Inc Inc	Inc Inc	Inc Inc

**BUILDING REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION
FROM 1 APRIL 2024**

**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	151.67	30.33	182.00	Inc	Inc	Inc	183.33	36.67	220.00
£1,001.00	2,000.00	252.50	50.50	303.00	Inc	Inc	Inc	303.33	60.67	364.00
£2,001.00	5,000.00	295.00	59.00	354.00	Inc	Inc	Inc	345.83	69.17	415.00
£5,001.00	7,000.00	322.50	64.50	387.00	Inc	Inc	Inc	378.33	75.67	454.00
£7,001.00	10,000.00	369.17	73.83	443.00	Inc	Inc	Inc	440.83	88.17	529.00
£10,001.00	20,000.00	446.67	89.33	536.00	Inc	Inc	Inc	525.83	105.17	631.00
£20,001.00	30,000.00	575.00	115.00	690.00	Inc	Inc	Inc	691.67	138.33	830.00
£30,001.00	40,000.00	340.00	68.00	408.00	399.17	79.83	479.00	805.00	161.00	966.00
£40,001.00	50,000.00	372.50	74.50	447.00	469.17	93.83	563.00	928.33	185.67	1,114.00
£50,001.00	75,000.00	427.50	85.50	513.00	568.33	113.67	682.00	1,066.67	213.33	1,280.00
£75,001.00	100,000.00	464.17	92.83	557.00	716.67	143.33	860.00	1,300.83	260.17	1,561.00
£100.00	150,000.00	533.33	106.67	640.00	814.17	162.83	977.00	1,446.67	289.33	1,736.00
£150.00	200,000.00	598.33	119.67	718.00	947.50	189.50	1,137.00	1,747.50	349.50	2,097.00

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 – CURRENT CHARGES 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 – CURRENT CHARGES 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
CATEGORY 2 - Garages and Carports									
Erection or extension of a detached or attached building or an extension to a dwelling									

BUILDING REGULATION CHARGES – CURRENT CHARGES FROM 1 APRIL 2022

Proposal	Full Plans Application						Building Notice Application		
	Plan Charge	VAT	Total	Inspection Charge	VAT	Total	Building Notice Charge	VAT	Total
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 40m2 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 more than one opening formed use schedule E)	145.83	29.17	175.00	Inc	Inc	Inc	145.83	29.17	175.00
Converting two existing dwellings into a single dwelling where no	331.67	66.33	398.00	Inc	Inc	Inc	331.67	66.33	398.00

BUILDING REGULATION CHARGES – CURRENT CHARGES FROM 1 APRIL 2022

Proposal	Full Plans Application						Building Notice Application		
	Plan Charge	VAT	Total	Inspection Charge	VAT	Total	Building Notice Charge	VAT	Total
alterations are necessary) Otherwise use table E									
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 a) Not exceeding 10 windows b) 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

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

BUILDING REGULATION CHARGES – CURRENT CHARGES FROM 1 APRIL 2022

Estimated cost		Full Plans Application						Building Notice Application		
From:	To:	Plan Charge	VAT	Total	Inspection Charge	VAT	Total	Building Notice Charge	VAT	Total
£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.