

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO PLANNING AND DEVELOPMENT COMMITTEE

meeting date: 17 OCTOBER 2024
 title: REVIEW OF FEES AND CHARGES 2025/26
 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 1 April 2025.
- 1.2 These proposals are the first stage in the review of this Committee's budget for the forthcoming 2025/26 financial year.

2 BACKGROUND

- 2.1 The Council's fees and charges are reviewed on an annual basis as part of the budget setting process.
- 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 2025 and would operate for the duration of the 2025/26 financial year.
- 2.3 The Council's latest budget forecast allows for a 2.5% inflationary increase in the level of income raised from fees and charges. The review aims to increase budgeted income for 2025/26 by this amount as a minimum.
- 2.4 For this committee the main areas of fees and charges for review are those for providing Planning Pre-Application advice and for Building Control services. Planning application fees are set nationally and so are not included within the review.

3 POLICY AND FINANCE COMMITTEE SEPTEMBER 2024

- 3.1 In September 2024, the Budget Working Group and Policy and Finance Committee considered the overall three-year Budget Forecast. This forecast is based on many assumptions including inflation levels. It assumes that fees and charges are increased overall by 2.5% in 2025/26.
- 3.2 For this committee, a minimum 2.5% increase in fees and charges would generate the following additional income when compared to the current year budget:

Area	Current Year Budget £	At 2.5%
Building Control	210,330	5,260
Other fees and charges (mainly pre-application advice)	44,850	1,120
TOTAL	255,180	6,380

4 REVIEW OF FEES AND CHARGES 2025/26

- 4.1 The review of fees and charges is co-ordinated by Financial Services, working together with Heads of Service and budget holders.

4.2 The following process is undertaken:

- Heads of Service are provided with an indication of the fees and charges for 2025/26 after factoring in the proposed inflationary increase as assumed in the budget forecast agreed by Policy and Finance Committee.
- Discussion meetings are then held between Heads of Service, budget holders and Financial Services to enable the Heads of Service to propose a set of fees and charges for their services. These proposals may include instances where there is a national requirement or service specific reason for setting a fee or charge at a different level than the Budget Forecast assumes.

5 PRE-APPLICATION ADVICE (ANNEX 1)

5.1 Annex 1 provides a breakdown of proposed increases to general fees and charges, mainly those in respect of the pre-application advice service and sets out:

- The current charge for 2024/25.
- The proposed 2025/26 charge, for implementation from 1 April 2025.
- The resulting percentage increase in the charge from 2024/25 to 2025/26.
- An estimate of the current year 2024/25 budgeted income raised by the charge (Net of VAT).
- An indication of the potential budget income that may be achieved in 2025/26 by the charge, should the proposals be agreed (Net of VAT).
- Date that each charge was last increased (They are all reviewed annually, but may not necessarily be increased).

6 REVIEW OF BUILDING CONTROL FEES (ANNEX 2)

6.1 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.

6.2 Following review, the Building Control section have requested that the current year charges be increased by 4% from 1 April 2025. Costs within the service are expected to be higher than standard inflation of 2.5% due to the expected increase in expenditure as a result of the Building Safety reforms introduced earlier this year and also to help recover some of the deficit from 2023/24 where the service made a net loss of £7k. A comparison against other local authorities suggests this would still keep us competitively priced.

6.3 Proposed charges with the 4% increase are included at Annex 2. For comparison purposes the existing charges are shown at Annex3.

6.4 The section are also proposing that from next financial year the following fees be included within the schedule to ensure that costs are recovered when providing these services:

	Net	VAT	Total
Re-opening of archived applications that have been dormant for 3 years or more and issuing a completion certificate	77.50	15.50	93.00

Service of a section 81 (Building Act 1984) Demolition Counter Notice	108.00	0.00	108.00
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7 INDICATION OF POTENTIAL INCOME

7.1 Work is just beginning on forecasting income budget levels for 2025/26 and such budget proposals will be reported back to this Committee in January 2025 for approval.

7.2 If this Committee agrees the **proposed** fees and charges for next year as set out in annexes 1 and 2, the estimated additional income raised which is based on **current budgeted income levels** is as follows:

Area	Current Year Budget £	Additional income to be raised £	% Increase
Building Control	210,330	8,430	4.01
Other fees and charges (mainly pre-application advice)	44,850	1,150	2.56
TOTAL	255,180	9,580	3.75

7.3 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.

8 RISK ASSESSMENT

8.1 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.

9 CONCLUSION

9.1 Service committees are asked to review their fees and charges in order to achieve an overall increase in budgeted income of 2.5%, as assumed in the Council's Budget Forecast.

9.2 If Committee agree with the proposed fees and charges for implementation from 1 April 2025 then this committee will meet the 2.5% target for the financial year 2025/26.

10 RECOMMENDATION THAT COMMITTEE

10.1 Approve the 2025/26 fees and charges proposed for this Committee in Annexes 1 and 2, for implementation from 1 April 2025.

SENIOR ACCOUNTANT
PD11-24/VT/AC
OCTOBER 2024

DIRECTOR OF RESOURCES AND DEPUTY CHIEF
EXECUTIVE

PLANNING AND DEVELOPMENT COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2025

BUILDING CONTROL – BCNON	Ledger Code	VAT	Date of last change	Charge from 1st April 2023	Current Charge 2024/25	Budgeted Income Net of VAT for 2024/25	Proposed Charges from 1st April 2025	Indication of Potential Income Net of VAT for 2025/26	Percentage Increase in Charge
				£	£	£	£	£	%
Building Control Decision Notices	BCNON/8231m	Non Vatable	01/04/2024	26.00	27.00	1,310	28.00	1,360	3.70%

PLANNING - PLANG	Ledger Code	VAT	Date of last change	Charge from 1st April 2023	Current Charge 2024/25	Budgeted Income Net of VAT for 2024/25	Proposed Charges from 1st April 2025	Indication of Potential Income Net of VAT for 2025/26	Percentage Increase in Charge
				£	£	£	£	£	%
Planning Decision Notices	PLANG/8231m	Non Vatable	01/04/2024	26.00	27.00	1,960	28.00	2,030	3.70%
Planning S106 Application Modification	PLANG/8404u	Non Vatable	01/04/2024	500.00	520.00	2,600	533.00	2,670	2.50%

Pre-Application Advice	Minor Developments	PLANG/8495n	VAT Inclusive	01/04/2024	300.00	312.00	12,520	320.00	12,840	2.56%
	- additional meeting	PLANG/8495n	VAT Inclusive	01/04/2024	150.00	156.00	470	160.00	480	2.56%
	- fast track service	PLANG/8495n	VAT Inclusive	01/04/2024	-	468.00	0	480.00	0	2.56%
	Intermediate Developments	PLANG/8495n	VAT Inclusive	01/04/2024	562.00	585.00	5,860	600.00	6,010	2.56%
	- additional meeting	PLANG/8495n	VAT Inclusive	01/04/2024	275.00	286.00	0	293.00	0	2.45%
	- fast track service	PLANG/8495n	VAT Inclusive	01/04/2024	-	877.00	0	900.00	0	2.62%

PLANNING AND DEVELOPMENT COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2025

PLANNING - PLANG	Ledger Code	VAT	Date of last change	Charge from 1st April 2023	Current Charge 2024/25	Budgeted Income Net of VAT for 2024/25	Proposed Charges from 1st April 2025	Indication of Potential Income Net of VAT for 2025/26	Percentage Increase in Charge	
				£	£	£	£	£	%	
Pre-Application Advice	Major Developments - up to two meetings	PLANG/8495n	VAT Inclusive	01/04/2024	1,700.00	1,768.00	3,390	1,812.00	3,470	2.49%
	- additional meeting	PLANG/8495n	VAT Inclusive	01/04/2024	850.00	884.00	0	906.00	0	2.49%
	- fast track service	PLANG/8495n	VAT Inclusive	01/04/2024	2,600.00	2,704.00	0	2,770.00	0	2.44%
	Large Scale Major Developments - up to two meetings	PLANG/8495n	VAT Inclusive	01/04/2024	2,300.00	2,392.00	9,590	2,452.00	9,830	2.51%
	- additional meeting	PLANG/8495n	VAT Inclusive	01/04/2024	1,150.00	1,196.00	0	1,226.00	0	2.51%
	- fast track service	PLANG/8495n	VAT Inclusive	01/04/2024	3,500.00	3,640.00	3,650	3,730.00	3,740	2.47%
	Discharge of Conditions Meeting	PLANG/8495n	VAT Inclusive	01/04/2024	125.00	130.00	0	133.00	0	2.31%
	Householders - Without Meeting	PLANG/8495n	VAT Inclusive	01/04/2024	66.00	68.50	620	70.00	630	2.19%
	- With Meeting	PLANG/8495n	VAT Inclusive	01/04/2024	132.00	137.50	2,050	140.00	2,090	1.82%
	- additional meeting	PLANG/8495n	VAT Inclusive	01/04/2024	66.00	68.50	0	70.00	0	2.19%
	- fast track service	PLANG/8495n	VAT Inclusive	01/04/2024	200.00	208.00	830	213.00	850	2.40%
	High Hedge or Tree Issues	PLANG/8495n	VAT Inclusive	01/04/2024	88.00	91.50	0	94.00	0	2.73%

PLANNING AND DEVELOPMENT COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2025

PLANNING - PLANG		Ledger Code	VAT	Date of last change	Charge from 1st April 2023	Current Charge 2024/25	Budgeted Income Net of VAT for 2024/25	Proposed Charges from 1st April 2025	Indication of Potential Income Net of VAT for 2025/26	Percentage Increase in Charge
					£	£	£	£	£	%
Pre-Application Advice	Listed Building or work In Conservation	PLANG/8495n	VAT Inclusive	01/04/2024	125.00	130.00	0	133.00	0	2.31%
	Advertisement Advice	PLANG/8495n	VAT Inclusive	01/04/2024	88.00	91.50	0	94.00	0	2.73%
	Prior Notification	PLANG/8495n	VAT Inclusive	01/04/2024	150.00	156.00	0	160.00	0	2.56%

HIGH HEDGES - HIGHH		Ledger Code	VAT	Date of last change	Charge from 1st April 2023	Current Charge 2024/25	Budgeted Income Net of VAT for 2024/25	Proposed Charges from 1st April 2025	Indication of Potential Income Net of VAT for 2025/26	Percentage Increase in Charge
					£	£	£	£	£	%
Submission of High Hedges Complaint		HIGHH/8460u	Non Vatable	01/04/2024	700.00	728.00	0	747.00	0.00	2.61%

Total budgeted income	44,850	46,000	2.56%
Overall extra income generated compared to base budget		1,150	

BUILDING REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2025

RIBBLE VALLEY BOROUGH COUNCIL BUILDING REGULATION CHARGES

The Building (Local Authority Charges) Regulations 2010
Charges with effect from 1st April 2025
(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 2025

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	315.83	63.17	379.00	573.33	114.67	688.00	965.00	193.00	1,158.00
2	453.33	90.67	544.00	918.33	183.67	1,102.00	1,555.83	311.17	1,867.00
3	550.00	110.00	660.00	1,089.17	217.83	1,307.00	1,866.67	373.33	2,240.00
4	635.83	127.17	763.00	1,205.00	241.00	1,446.00	2,098.33	419.67	2,518.00
5	698.33	139.67	838.00	1,300.83	260.17	1,561.00	2,392.50	478.50	2,871.00

- 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 301m ² and 500m ²	315.83	63.17	379.00	846.67	169.33	1,016.00	1,280.83	256.17	1,537.00
Single Dwelling with floor area between 501m ² and 700m ²	315.83	63.17	379.00	1,123.33	224.67	1,348.00	1,620.83	324.17	1,945.00

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	387.50	77.50	465.00	Inc	Inc	Inc	464.17	92.83	557.00
Internal floor area over 6m² but not exceeding 40m²	240.00	48.00	288.00	335.00	67.00	402.00	659.17	131.83	791.00
Internal floor area over 40m² but not exceeding 60m²	240.00	48.00	288.00	482.50	96.50	579.00	836.67	167.33	1,004.00
Internal floor are over 60m² but not exceeding 80m²	240.00	48.00	288.00	592.50	118.50	711.00	980.83	196.17	1,177.00

BUILDING REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2025

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.	315.83	63.17	379.00	Inc	Inc	Inc	363.33	72.67	436.00
Where the garage/store exceeds a floor area of 40m² but does not exceed 60m²	440.00	88.00	528.00	Inc	Inc	Inc	525.83	105.17	631.00
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*	406.67	81.33	488.00	Inc	Inc	Inc	488.33	97.67	586.00
With a dormer but not exceeding 40m² in floor area*	240.00	48.00	288.00	320.00	64.00	384.00	671.67	134.33	806.00

*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.	105.00	21.00	126.00	Inc	Inc	Inc	105.00	21.00	126.00
Underpinning with a cost not exceeding £30,000.	325.00	65.00	390.00	Inc	Inc	Inc	325.00	65.00	390.00
Controlled Electrical work * to a single dwelling (not carried out in conjunction with work being undertaken that falls within Table B)	210.83	42.17	253.00	Inc	Inc	Inc	210.83	42.17	253.00
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	125.00	25.00	150.00	Inc	Inc	Inc	125.00	25.00	150.00

BUILDING REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2025

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)	257.50	51.50	309.00	Inc	Inc	Inc	257.50	51.50	309.00
Removal or partial removal of chimney breast	257.50	51.50	309.00	Inc	Inc	Inc	257.50	51.50	309.00
Removal of wall and insertion of beam(s) maximum span 4 metres (If more than one opening formed use schedule E)	157.50	31.50	189.00	Inc	Inc	Inc	157.50	31.50	189.00
Converting two existing dwellings into a single dwelling where no alterations are necessary) Otherwise use table E	359.17	71.83	431.00	Inc	Inc	Inc	359.17	71.83	431.00
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)	190.83	38.17	229.00	Inc	Inc	Inc	190.83	38.17	229.00
Installation of a sewage treatment tank in connection with a private dwelling	306.67	61.33	368.00	Inc	Inc	Inc	360.00	72.00	432.00

*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	454.17	90.83	545.00	Inc	Inc	Inc
2	Internal floor area over 6m² but not exceeding 40m²	240.00	48.00	288.00	335.00	67.00	402.00
3	Internal floor area over 40m² but not exceeding 80m²	240.00	48.00	288.00	535.83	107.17	643.00
4	Shop fit out not exceeding a value of £50,000	477.50	95.50	573.00	Inc	Inc	Inc
5	Replacement windows						
	a – not exceeding 10 windows	149.17	29.83	179.00	Inc	Inc	Inc
	b – between 11 – 20 windows	253.33	50.67	304.00	Inc	Inc	Inc

BUILDING REGULATION CHARGES – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2025

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	£1,000	157.50	31.50	189.00	Inc	Inc	Inc	190.83	38.17	229.00
£1,001	£2,000	262.50	52.50	315.00	Inc	Inc	Inc	315.83	63.17	379.00
£2,001	£5,000	306.67	61.33	368.00	Inc	Inc	Inc	360.00	72.00	432.00
£5,001	£7,000	335.00	67.00	402.00	Inc	Inc	Inc	393.33	78.67	472.00
£7,001	£10,000	384.17	76.83	461.00	Inc	Inc	Inc	458.33	91.67	550.00
£10,001	£20,000	464.17	92.83	557.00	Inc	Inc	Inc	546.67	109.33	656.00
£20,001	£30,000	598.33	119.67	718.00	Inc	Inc	Inc	719.17	143.83	863.00
£30,001	£40,000	353.33	70.67	424.00	415.00	83.00	498.00	837.50	167.50	1,005.00
£40,001	£50,000	387.50	77.50	465.00	488.33	97.67	586.00	965.83	193.17	1,159.00
£50,001	£75,000	445.00	89.00	534.00	590.83	118.17	709.00	1,109.17	221.83	1,331.00
£75,001	£100,000	482.50	96.50	579.00	745.00	149.00	894.00	1,352.50	270.50	1,623.00
£100,000	£150,000	555.00	111.00	666.00	846.67	169.33	1,016.00	1,504.17	300.83	1,805.00
£150,000	£200,000	622.50	124.50	747.00	985.00	197.00	1,182.00	1,817.50	363.50	2,181.00

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.

TABLE F
OTHER STANDARD CHARGES

	Net	VAT	Total
Re-opening of archived applications that have been dormant for 3 years or more and issuing a completion certificate	77.50	15.50	93.00
Service of a section 81 (Building Act 1984) Demolition Counter Notice	108.00	0.00	108.00

BUILDING REGULATION CHARGES – CURRENT CHARGES 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 – CURRENT CHARGES 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	1,113.00
2	435.83	87.17	523.00	883.33	176.67	1,060.00	1,495.83	299.17	1,795.00
3	529.17	105.83	635.00	1,047.50	209.50	1,257.00	1,795.00	359.00	2,154.00
4	611.67	122.33	734.00	1,158.33	231.67	1,390.00	2,017.50	403.50	2,421.00
5	671.67	134.33	806.00	1,250.83	250.17	1,501.00	2,300.83	460.17	2,761.00

- 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 301m ² and 500m ²	303.33	60.67	364.00	814.17	162.83	977.00	1,231.67	246.33	1,478.00
Single Dwelling with floor area between 501m ² and 700m ²	303.33	60.67	364.00	1,080.00	216.00	1,296.00	1,558.33	311.67	1,870.00

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 are 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
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 2024

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.	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
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

BUILDING REGULATION CHARGES – CURRENT CHARGES FROM 1 APRIL 2024

Proposal	Full Plans Application						Building Notice Application		
	Plan Charge	VAT	Total	Inspecti on Charge	VAT	Total	Building Notice Charge	VAT	Total
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	Inspectio n 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 are 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 – CURRENT CHARGES 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	151.67	30.33	182.00	Inc	Inc	Inc	183.33	36.67	220.00
£1,001	£2,000	252.50	50.50	303.00	Inc	Inc	Inc	303.33	60.67	364.00
£2,001	£5,000	295.00	59.00	354.00	Inc	Inc	Inc	345.83	69.17	415.00
£5,001	£7,000	322.50	64.50	387.00	Inc	Inc	Inc	378.33	75.67	454.00
£7,001	£10,000	369.17	73.83	443.00	Inc	Inc	Inc	440.83	88.17	529.00
£10,001	£20,000	446.67	89.33	536.00	Inc	Inc	Inc	525.83	105.17	631.00
£20,001	£30,000	575.00	115.00	690.00	Inc	Inc	Inc	691.67	138.33	830.00
£30,001	£40,000	340.00	68.00	408.00	399.17	79.83	479.00	805.00	161.00	966.00
£40,001	£50,000	372.50	74.50	447.00	469.17	93.83	563.00	928.33	185.67	1,114.00
£50,001	£75,000	427.50	85.50	513.00	568.33	113.67	682.00	1,066.67	213.33	1,280.00
£75,001	£100,000	464.17	92.83	557.00	716.67	143.33	860.00	1,300.83	260.17	1,561.00
£100,000	£150,000	533.33	106.67	640.00	814.17	162.83	977.00	1,446.67	289.33	1,736.00
£150,000	£200,000	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.