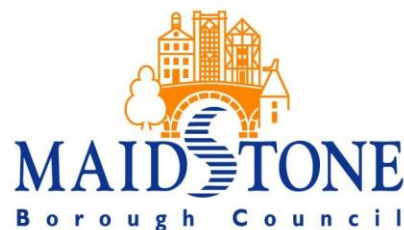


BUILDING CONTROL GUIDE TO FEES

FROM 3rd January 2012

The charges quoted include VAT at 20%.



THE BUILDING ACT 1984 (The Act)
THE BUILDING (LOCAL AUTHORITY CHARGES)
REGULATIONS 2010 (The Regulations)
THE BUILDING REGULATIONS 2001 (Principal Regulations)

1. From October 2010 charges have been based on the estimated hours of Building Surveyors time spent on the project from application receipt to the satisfactory completion multiplied by an average hourly rate.
2. The attached tables have been calculated as a guide to standard projects. Where your project is not shown, you have more than one project or want clarification on the charges please contact the office by telephone or email building@maidstone.gov.uk.
3. Where the actual Building Control time is over an hour more than that originally estimated, the Council may request a supplementary charge, e.g.
 - The project turns out to be more complex than anticipated, for example if additional time is needed to check structural or non standard construction details.
 - The customer has requested a higher service level.
 - After risk assessment of the professionals/individuals/company involved it is decided that the design work or site construction requires additional checking time to ensure compliance.
 - The project exceeds 12 months from commencement to completion.
4. Where the actual Building Control time is over an hour less than that originally estimated, the Council may make an appropriate refund of part of the charge on satisfactory completion of that part of the function. This may occur where:
 - The application involved repetitive projects, for example a housing development with similar or identical house types
 - Work or details submitted were approved on a previous application.
 - The application has more than one element of work and these are constructed at the same time reducing inspection time.
 - Where Robust Details Ltd have been used.
5. All of the charges assume that domestic electricians (Part P) are being self certified under a Government approved Competent persons Scheme. Where this is not the case the Council will request our Electrical Consultants to certify the work for which there is a charge detailed in the tables below.
6. Charges payable by the relevant person apply to the following functions:
 - a. A **Full Plans charge** for the technical checking of plans, calculations and specifications etc deposited under The Act and the issuing of a decision within the statutory time period. **The agreed Plan Checking Charge is payable when the application is deposited**

- b. An **Inspection Charge** for the on site checking of various stages of construction through to completion of work for which plans have been deposited under The Act. This includes maintaining an electronic record of inspections, the checking of certificates required at completion and the issue of a final certificate. **The full Inspection Charge is invoiced after the first inspection of commencement of works but may be split into instalments by prior agreement.**
- c. A **Building Notice Charge** for the checking of plans, calculations and specification submitted in association with The Principal Regulations and the checking of various stages of work through to completion. **The agreed Plan Charge is payable when the application is submitted. The remainder of the charge will be invoiced after the first inspection of commencement of works.**
- d. A Regularisation Charge for or in connection with the consideration of an application under regulation 21 of the Principal Regulations and the inspection of any building work to which that application relates. **The Regularisation Charge is the net fee plus 20% payable when the application is deposited.**
- e. A Reversion charge in connection with the consideration of building work reverting to the Council's control
- f. **Chargeable advice** A charge may be made for giving advice exceeding one hour before an application is received. The Council will give written notice and a breakdown of such a charge before the advice is given. This charge may be deducted from charges relating to the deposit of plans or the submission of a notice for the work in question.

7. Definitions:

Building means any permanent or temporary building but not any other kind of structure or erection.

Building Notice means a notice given in accordance with regulations 12(2)(A)(a) and 13 of the Building Regulations 2000 (as amended).

Building Work means:

- the erection or extension of a building;
- the provision or extension of a controlled service or fitting in or in connection with a building;
- the material alteration of a building, or a controlled service or fitting;
- work required by building regulation 6 (requirements relating to material change of use);
- the insertion of insulating material into the cavity wall of a building;
- work involving the underpinning of a building;
- work required by building regulation 4A (requirements relating to thermal elements);
- work required by building regulation 4B (requirements relating to a change of energy status);
- work required by building regulation 17D (consequential improvements to energy performance);

Chargeable Functions are described in paragraph 7 above.

Estimated Cost means the cost as would be charged by a person in business to carry out the building work in question. (See paragraph 9) but does not include any professional fees paid to an architect, quantity surveyor or any other person.

Flat means separate and self-contained premises constructed or adapted for use for residential purposes and forming part of a building from some other part of which it is divided horizontally.

Floor area of a building or extension is the total floor area of all the storeys which comprise that building or part. It is calculated by reference to the finished internal faces of the walls enclosing the area, or, if at any point there is no enclosing wall, by reference to the outermost edge of the floor.

Relevant person means:

- in relation to a plan charge, inspection charge, reversion charge or building notice charge, the person who carries out the building work or on whose behalf the building work is carried out;
- in relation to a regularisation charge, the owner of the building; and
- in relation to chargeable advice, any person requesting advice for which a charge may be made pursuant to the definition of 'chargeable advice'

8. Estimated Cost

- Estimates should be provided for all work except standard charges based on floor area in tables 1 & 2.
- Estimates should not include VAT
- Where there is a dispute regarding the estimate cost, the Building Regulation charges will be determined based on estimated hours for the service and the hourly rate.
- If an estimate is required to confirm the fee paid is correct then it should be provided within 21 days of our request.

9. Applications will be made invalid and of no effect when:

- No fee has been received
- The fee cannot be agreed upon

We will write or contact you to advise that the application is invalid and what you need to do to validate it. If an application remains invalid for more than 21 days we will return it and refund fees paid minus any cost we have incurred such as administration, (minimum of £30).

10. Where an application is made for more than one element of work then the charges apply to each element separately. If however work is seen to be carried out to each element at the same time a reduction will be made appropriate to savings made in plan checking & inspection time.

11. The following principles apply:

- a. The total charges whether using the Full Plans or Building Notice route will be the same.
- b. The reversion charge shall be equal to the total Plans and Inspection charge.

- c. The regularisation charge shall be 20% greater than the net plans and inspection charge but VAT is not applicable.

12. Where work previously rejected is resubmitted and is the same, there will be no further plan charge. Where resubmitted work is altered or if alterations to a scheme are presented after the initial plan check then an additional charge may be made in relation to the additional plan checking time in excess of that originally estimated.

Important Information

- i) Building law is complicated because it has to deal with all sorts of development in many different circumstances. This guide is only an introduction to charges for Building Regulations. It is not a full interpretation of the law.
- ii) The above functions are intended to ensure that controllable work satisfies the minimum requirements of the Building Regulations. It should not be seen as a substitute for Architect or Clerk of Works supervision.
- iii) For certain work under the Building Regulations you will also need to apply for planning permission under the Planning Acts. (You may have to pay extra for this). For more information, please phone the Development Control Team.

For further advice on Building Regulations call 01622 602701, 602703, 602220 or e-mail, building@maidstone.gov.uk.

Customer Care Policy

Customer perception of the building control service starts with their first contact with the Council either through the front of house staff or through the section own administration team. The way in which we respond to customers is set out in our Customer Care Policy which can be viewed at http://www.maidstone.gov.uk/pdf/Customer_Care_Policy.pdf.

Building Control is a statutory function that requires us to check plans and work on site in accordance with the Department for Communities and Local Government publication *Building Control Performance Standards* which can be viewed at: http://www.planningportal.gov.uk/uploads/br/bcpi/building-control-performance-standards_june06.pdf

Complaints

Dissatisfaction with any aspect of service delivery can be raised through the Corporate Complaints system, details of which can be found using this link: http://www.maidstone.gov.uk/pages/do_it_online/contact_us/making_a_complaint.aspx

Table 1 – STANDARD DOMESTIC CHARGES INCLUDING VAT

Please contact the office to discuss service provision and an individual quote if the work you are proposing does not appear in this table. Hourly Rate £49.88

If your application is for more than one element or a combination of elements please call to discuss a discount.

Element	Description of Work	Full Plans Plan Charge	Full Plans Inspection Charge	Total Cost
		Building Notice Deposit Charge	Building Notice Inspection Charge	
1	Erection of a single dwelling house	310	480	790
2	Erection of 2 dwelling houses	420	760	1180
For projects exceeding 2 dwellings, dwellings over 300m ² , conversions and flats please contact us for an individual quote				
3	Garages up to 60m ²	90	300	390
4	Extensions up to 6m ²	120	270	390
5	Extensions over 6m ² and up to 40m ²	175	390	565
6	Extensions over 40m ² and up to 100m ²	195	560	755
For extensions exceeding 100m ² or for first floor extensions please contact us for an individual quote				
7	Loft Conversions up to 40m ²	300	275	575
8	Loft Conversions over 40m ² and up to 100m ²	410	330	740
For loft conversions exceeding 100m ² or for first floor extensions please contact us for an individual quote				
9	Garage or Basement Conversion under 40m ²	110	260	370
10	Installation of single steel beam or lintel	80	150	230
11	Installation of Boiler or Electrical works up to £10000	220	0	220
12	Alterations up to the value of £1000	40	135	175
13	Alterations from £1001 to £5000	100	200	300
14	Alterations from £5001 to £10,000	140	250	390
15	Alterations from £10,001 to £25,000	195	300	495
For alterations exceeding £25,000 please contact us for an individual quote				

Table 2 – STANDARD NON-DOMESTIC CHARGES INCLUDING VAT

Please contact the office to discuss service provision and an individual quote if the work you are proposing does not appear in this table. Hourly rate £49.88.

If your application is for more than one element or a combination of elements of please call to discuss a discount.

Element	Description of Work	Plan Charge	Inspection Charge	Total Charge
16	Extensions over 6m ² and up to 40m ²	190	440	630
17	Extensions over 40m ² and up to 100m ²	240	540	780
For extensions exceeding 100m ² please contact us for an individual quote				
18	Raised Storage Platform up to 50m ²	220	300	520
19	Shop Fitting up to 500m ²	150	330	480
20	Alterations from up to £5000	100	225	325
21	Alterations from £5001 to £10,000	150	250	400
22	Alterations from £10,001 to £25,000	220	310	530

Regularisation Applications

The amount of the Regularisation Fee for any work is 120% of the net Building Notice fee. No VAT is payable on Regularisation Applications so when the VAT rate is 20% the total amount charged is as shown in Tables 1 & 2 above.