

# Southwark Building Control charges guide - September 2022



The Building Act 1984

The Building (Local Authority Charges) Regulations 2010

To talk to, or arrange an appointment to see a building control officer:

Tel: 020 7525 5582/5397

Fax: 020 3357 3101

Monday to Friday 9am to 5pm

[building.control@southwark.gov.uk](mailto:building.control@southwark.gov.uk)

For all building control enquiries and further information please visit

[www.southwark.gov.uk/buildingcontrol](http://www.southwark.gov.uk/buildingcontrol)

## Application charges

The charges for Building Regulation work are established at a level to cover the cost of the service so the applicant only pays for the service they need. Under the new Building (Local Authority Charges) Regulations 2010, there are two methods that Southwark Building Control may use to establish the charge for building work:

- Establishment of a standard charge (based on the cost of work being under £50,000)
- An individually determined charge

### Which table in this guide should I use?

This guide shows the charges required for Full Plans, Building Notice and Regularisation applications.

### Standard charges

Table 1 – Standard domestic charges including extensions and alterations to an existing dwelling

- The table is intended for extensions based on the internal floor area and for conversions and other alterations to a dwelling.

Table 2 – Standard charges for new dwellings and work less than £50,000

- The table is intended for all new houses and flats of floor area not exceeding 300m<sup>2</sup> and not more than 3 storeys
- Charges for flat conversions are also shown in this table

Table 3 – Standard charges for other works under £50,000 including regularisation not shown in Tables 1 or 2

- The table is intended for all other works as internal alterations or refurbishments
- Fees are based on an estimate of the total cost of works excluding Vat. For works over £50,000, please contact Building Control for an individual quote

### Regularisations

To regularise unauthorised work attracts a charge. The charge has been determined at 120% of the applicable Building Notice Charge.

Please note that no VAT is payable on a Regularisation Charge.

If the charge for your building regulations work is not listed as a standard charge it will be individually determined.

### Individually determined charges

This method of determining the charge relates mainly to commercial projects or larger domestic schemes and includes all other work that is not listed in our 'Standard charges' Tables 1 to 3. This includes:

- Building work consisting of alterations to a domestic property where the estimated cost of work exceeds £50,000
- Building work consisting of a non-exempt domestic garage or carport with a floor area in excess of 60m<sup>2</sup>
- Non-domestic building work consisting of alterations, extensions or new build where the cost of work exceeds £50,000
- If you are carrying out repetitive unit/dwelling types, multiple extensions and or/multiple types of alterations etc. we may be able to reduce the standard charge and you should enquire if an individual assessment would result in a lower application charge.

If your building work is defined as requiring an individual determined charge, please contact us on 020 7525 5582/5397, email us at [building.control@southwark.gov.uk](mailto:building.control@southwark.gov.uk) or complete the quotation request form on the website.

### Will I have to pay VAT?

You must pay VAT on all charges (except charges for a regularisation application), even if work is to a listed building. VAT is currently charged at 20%.

### Where are charges payable?

- Where Full Plans are submitted, the charges for Building Regulations are normally submitted in two stages:
  - Plan Charge: This is paid at the point of application submission;
  - Inspection Charge: Payable by debit or credit card following the commencement of work on site.
- Building Notice Charge: The appropriate Building Notice charge is payable at the time of submission. This covers all necessary checks and site inspections in relation to the work described in the notice.
- Regularisation Charge: An application to regularise unauthorised work attracts a charge. The charge has been determined at 120% of the applicable Building Notice Charge. Please note that no VAT is payable on a Regularisation Charge.
- Temporary and Special structures (Section 30): An application for temporary or special structures is charged at £295.50
- Inspection of archive records is charged at £88.13 (inclusive of VAT)
- Response to solicitors enquires is charged at £70.50
- Demolition Notices are charged at £675.00

## Supplementary charges

If you are selling a property that has been extended or altered, you will need to provide evidence to prospective purchasers that any relevant building work has been inspected and approved by the council. That evidence is in the form of a Building Regulations Completion Certificate.

Legal entitlement to a Completion Certificate is subject to conditions and in cases where the council is not told that the building work is complete, no certificate will have been issued

Despite the best efforts of the council's building control surveyors, many applicants who undertake building works do not obtain a Completion Certificate and their applications are archived in their incomplete state.

If you ask us to reopen an archived incomplete application you will be asked to pay supplementary charges to cover our costs of undertaking this work:

- A request for basic conveyancing information with a reference number provided is charged at £15.00
- A request for research of information regarding a building regulation application is charged at £47 an hour
- Building regulation professional advice is charged at the officer's hourly rate plus overheads
- The administration fee for withdrawing or refunding a building regulation submission is charged at £58.75 plus VAT
- Reopening files is charged at £120 plus VAT
- Third Party Consultant is charged at £40 plus VAT
- Each visit to site to resolving is charged at £70 per visit plus VAT

## Situations where charges are not payable

- We may agree to the payment of charges by instalments. The amount and timing of instalment payments must be agreed prior to the submission of a Building Notice, or the commencement of work in relation to a Full Plans submission. Payment by instalments would not be appropriate in respect of Plan Charges.
- We will not charge for initial consultation and providing pre-application advice on meeting Building Regulation and related standards.
- We will not charge for work which solely benefits people with disabilities in relation to dwellings. A certificate or letter is required from a health professional (for example from a doctor or occupational therapist) in support of an application for exemption from charges. This exemption also applies to buildings to which the public have access for purpose of providing means of access for disabled persons by way of entrance or exit to or from the building or any part of it; or for the provision of facilities designed to secure the greater health, safety and welfare of disabled persons.
- We will not charge for the insertion of insulating material into an existing cavity wall, where the work is certified to an approved standard.
- We will not charge for work which solely involves the replacement of existing windows or doors, or where the work is certified by installers registered under the FENSA, Gas Safe, Certass or BSI Competent Person Schemes.

# Full Plan, Inspection and Building Notice charges

Extensions and loft conversions

**Table 1: Standard domestic charges for works less than £50,000**

	Full Plans		Inspection		Building Notice	
	Charge	inc vat	Charge	inc vat	Charge	inc vat
Extensions and loft conversions						
less than 6m <sup>2</sup>	£812.50	£975.50	Nil	Nil	£812.50	£975.00
less than 40m <sup>2</sup>	£425.00	£510.00	£637.50	£765.00	£1062.50	£1275.00
between 40m <sup>2</sup> and 60m <sup>2</sup>	£510.00	£612.00	£765.00	£918.00	£1275.00	£1530.00
For each additional 20m <sup>2</sup> over 60m <sup>2</sup>	£75.00	£90.00	£112.50	£135.00	£187.50	£225.00
Basements as extension above plus an additional amount of	£175.00	£210.00	£262.50.	£315.00	£437.50	£525.00
Attached garage less than 30m <sup>2</sup>	£220.00	£264.00	£330.00	£396.00	£550.00	£660.00
Through lounge	£337.50	£405.00	Nil	Nil	£337.50	£405.00
Removal of chimney breasts	£270.00	£324.00	Nil	Nil	£270.00	£324.00
Installation of new wc/shower/utility	£337.50	£405.00	Nil	Nil	£337.50	£405.00
Garage conversion	£275.00	£330.00	£412.50	£495.00	£687.50	£825.00
Replacement windows up to 5 windows	£227.50	£273.00	Nil	Nil	£227.50	£273.00
per extra window	£11.60	£13.92	Nil	Nil	£11.60	£13.92
Re-roofing	£342.50	£411.00	Nil	Nil	£342.50	£411.00
New wiring (non competent person)	£410.00	£492.00	Nil	Nil	£410.00	£492.00

**Table 2: Standard charges for new dwellings and works less than £50,000**

	Plan		Inspection		Total	
	Charge	inc vat	Charge	inc vat	Charge	inc vat
<b>New build dwelling (&lt;300m<sup>2</sup> per dwelling)</b>						
1 new dwelling	£468.50	£562.00	£702.50	£843.00	£1171.25	£1405.00
2 dwellings	£622.00	£746.40	£933.00	£1119.60	£1555.00	£1866.00
3 Dwellings	£776.40	£931.68	£1164.60	£1397.52	£1941.00	£2329.20
4 Dwelling	£848.40	£1018.08	£1272.60	£1506.60	£2121.00	£2542.20
5 Dwellings	£1004.40	£1205.28	£1506.60	£1870.92	£2511.00	£3013.20
If you wish to build more than 6 new dwellings please contact us on 0207525 5588						
Flat conversion to form 2 flats	£468.50	£562.00	£702.50	£843.00	£1171.25	£1405.00
plus for each additional flat	£275.00	£330.00	£412.50	£495.00	£687.50	£825.00

**Table 3: Standard charges for other works up to £50,000 including regularisation not shown in Tables 1 or 2**

	Plan		Inspection		Total	
	Charge	inc vat	Charge	inc vat	Charge	inc vat
<b>Other works - estimate of cost</b>						
Less than £5000	£503.70	£604.44	Nil	Nil	£503.70	£604.44
£5001 - £10,000	£597.50	£717.00	Nil	Nil	£597.50	£717.00
£10,001 - £20,000	£289.00	£346.80	£433.50	£520.20	£722.50	£867.00
£20,001 - £30,000	£327.70	£393.24	£491.55	£589.86	£819.25	£983.10
£30,001 - £40,000	£426.50	£511.80	£639.75	£767.70	£1066.25	£1279.50
£40,001 - £50,000	£489.20	£586.80	£733.50	£880.20	£1222.50	£1467.00