



The Royal Borough of Kingston Upon Thames

Building Control Service

Building Control Charges Schedule

Effective from: 4th April 2022

The Building Act 1984
The Building (Local Authority Charges) Regulations 2010
Building Regulations Scheme of Charges No. 1 2010



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EXPLANATORY NOTES

Building Regulation Charges

Building Regulation Charges are established at a level that covers the cost of the service required for the level of works being undertaken. There are two methods used for calculating Building Control Charges; either Standard Charges or Individually Determined Charges.

Standard Charges have been set on the basis that the building works do not consist of / include innovative or high risk construction techniques or materials (details are available upon request from the authority) and the duration of the building work from commencement to completion is not expected to exceed 12 months. It is also assumed that all work is being carried out by a competent person or company. If work is not being carried out by a competent person or where additional inspections are required beyond the standard number of required visits then supplementary charges may be applicable.

These notes are for guidance only and do not substitute for the statutory instrument; The Building (Local Authority Charges) Regulations 2010 (SI.2010/404), which contain the full statement of the law, or the Scheme of Charges current at the time you make your application.

The charge payable depends on; the use of the building, the floor area, nature of the design, duration of the project, estimated cost of work, use of competent person schemes, use of approved systems such as Robust Details, number of buildings, if consultant advice is required and whether chargeable advice has been given.

Standard Charges

The majority of domestic works including the creation of up to 3 dwellings and small scale non domestic works fall within our Standard Charges as listed in Table A, B and C.

A Full plans application submission will comprise both a Plan Charge and Inspection Charge which cover the passing or rejection of those plans and the inspection of work on site.

Individually Determined Charges

Any works not listed within Tables A, B or C, will be eligible for an Individually Determined Charge. Please contact The Royal Borough of Kingston Upon Thames' Building Control service with details of the works being proposed to allow us to provide you with a highly competitive Individually Determined Charge.

Regularisation Charges

Where building work has been carried out previously and without the benefit of Building Control involvement, it may be possible for the Building Control Service to regularise the unauthorised works. The total fee is calculated by taking the net Full Plans Charge listed in Tables A, B or C and adding an additional 50%. Where a fee is not listed and falls outside the scope of Tables A, B and C, please contact The Royal Borough of Kingston Upon Thames' Building Control service with details of the works to allow us to provide you with an Individually Determined Charge. Please note: Regularisation Applications cannot be cancelled nor is there an entitlement to a refund of any regularisation charge paid, particularly if the Council cannot determine what work is required to comply with the relevant requirements.

Reversion Charges

The charge applicable where an application is reverted to the Local Authority from an Approved Inspector (Private Building Control Provider). The total fee is calculated by taking the net Full Plans Charge listed in Tables A, B or C and adding an additional 20%. Where a fee is not listed and falls outside the scope of Tables A, B and C, please contact The Royal Borough of Kingston Upon Thames' Building Control service with details of the works to allow us to provide you with an Individually Determined Charge.

Combined Charges and Reductions

Where indicated, the elements of work listed within Table A may be combined where more than one operation is being undertaken concurrently. Where elements are being combined, an appropriate reduction in the overall charge should be calculated as detailed within the Table A - Charges and Application Notes. Loft conversions and extensions may not be aggregated and a separate fee is always payable. If you have any difficulties calculating the charges please contact Building Control services.

Exemption from Charges

Where works are proposed to provide access, accommodation or facilities solely for the benefit of disabled person(s) who are in permanent residence in an existing dwelling, the client would be exempt from Building Control Charges. Please note: Evidence to confirm the exemption of fees will be required.

No charges are payable for Insertion of insulating material into an existing cavity wall or installation of an unventilated hot water system and where the work is carried out under a Registered Competent Person Scheme.

Request For Re-Opening of Building Control Applications and Copies of Documents

Where closed Building Control applications require re-opening or copies of documentation are requested, please refer to Table D for the appropriate charge payable.

Payment

The full Standard Charges for Full Plans, Building Notice, Regularisation and Reversion Applications must be paid on submission of the application. Where the fees have been determined by an Individually Determined Charge, the payment of the fees may be split into the component Plan Checking and Site Inspection fees at the discretion and agreement of Building Control. An invoice for the charges will be raised using the information provided on your application form. Please note: Building Regulation application will not become valid until the appropriate charge has been received.

Fees - Important Note

Should you find circumstances have changed or you wish to cancel the application, please email building.control@kingston.gov.uk Please note: An administrative charge of 20% of the total fee will be applied where any Building Regulation application is to be cancelled.

TABLE A STANDARD CHARGES - DOMESTIC AND RESIDENTIAL

PROPOSALS		FULL PLANS SUBMISSION	BUILDING NOTICE SUBMISSION	REGULARISATION SUBMISSION
		Total Fee Includes Plan and Inspection Charge. All fees are inclusive of VAT.	All fees are inclusive of VAT.	VAT is not chargeable.
Domestic Extensions (Above Ground Level)	Not exceeding 10 m2	£665	£665	£997.50
	Greater than 10 m2 but not exceeding 40 m2	£865	£865	£1,297.50
	Greater than 40 m2 but not exceeding 100 m2	£1,095	£1,095	£1,642.50
	Any extension greater than 100 m2	Individually Determined Charge - Please Contact Building Control		
Domestic Extensions (Below Ground Level) *	Not exceeding 40 m2	£765	£765	£1,147.50
	Greater than 40 m2 but not exceeding 100 m2	£995	£995	£1,492.50
	Any extension greater than 100 m2	Individually Determined Charge - Please Contact Building Control		
Loft Conversions	Not exceeding 40 m2	£725	£725	£1,087.50
	Greater than 40 m2 but not exceeding 100 m2	£875	£875	£1,312.50
	Any loft conversion greater than 100 m2	Individually Determined Charge - Please Contact Building Control		
Garages and Carports	Erection of a non exempt single storey garage or carport not exceeding 100m ²	£495	£495	£742.50
Garage Conversion	To form a habitable room not exceeding 40 m2	£525	£525	£787.50
	To form a habitable room not exceeding 100 m2	£795	£795	£1,192.50
Ancillary / Garden Buildings	Erection of a single storey detached garden building or outbuilding ancillary in use to the main property not exceeding 60m ²	£725	£725	£1,087.50
Domestic Alterations **	Formation of a new bathroom or WC	£295	£295	£442.50
	Removal of chimney breast(s)	£310	£310	£465.00
	Removal or formation of an opening in a load-bearing wall	£310	£310	£465.00
	Re-covering a roof (per dwelling)	£310	£310	£465.00
	Renovation of a thermal element	£310	£310	£465.00
Works Outside of Competent Persons Schemes	Installation of replacement glazing including windows, glazed doors and rooflights (upto 10 items)	£310	£310	£465.00
	Electrical Installations (upto 12 circuits)	£695	£695	£1,042.50

PROPOSALS		FULL PLANS SUBMISSION	BUILDING NOTICE SUBMISSION	REGULARISATION SUBMISSION
		Total Fee Includes Plan and Inspection Charge. All fees are inclusive of VAT.	All fees are inclusive of VAT.	VAT is not chargeable.
Other Domestic Works ***	Total estimated cost of works not exceeding £5,000	£415	£415	£622.50
	Total estimated cost of works not exceeding £10,000	£520	£520	£780.00
	Total estimated cost of works not exceeding £20,000	£695	£695	£1,042.50
	Total estimated cost of works not exceeding £50,000	£995	£995	£1,492.50
	Total estimated cost of works not exceeding £100,000	£1,325	£1,325	£1,987.50
	Total estimated cost of works exceeding £100,000	Individually Determined Charge - Please Contact Building Control		
	All Other Works Not Listed Elsewhere	Individually Determined Charge - Please Contact Building Control		
TABLE A - CHARGES AND APPLICATION NOTES				
* Where a 'below ground level extension' is to be formed in conjunction with an 'above ground level extension', the below ground level extension fee will be reduced by 50% and then combined with the appropriate above ground level extension fee.				
** Where additional 'domestic alterations' are to be undertaken in conjunction with other works listed elsewhere within Table A, the appropriate 'domestic alterations' fee will be reduced by 50% and then combined with the appropriate fee listed elsewhere within Table A.				
*** Where 'other domestic works' (based on the cost of works) are to be undertaken in conjunction with works listed elsewhere within Table A, the appropriate 'other domestic works' fee will be reduced by 50% and then combined with the appropriate fee listed elsewhere within Table A.				
Where more than one 'above ground level extension' is being constructed concurrently (excluding loft conversions), the total floor areas may be combined for the determination of Building Control charges. Charges are inclusive of the means of access and any other work necessary as a direct consequence of the extension / conversion.				
When calculating a fee for 'other domestic works', the cost of work should exclude VAT.				

TABLE B STANDARD CHARGES - NEW HOUSING OR CONVERSIONS

PROPOSALS	FULL PLANS SUBMISSION	BUILDING NOTICE SUBMISSION	REGULARISATION SUBMISSION
	Total Fee Includes Plan and Inspection Charge. All fees are inclusive of VAT.	All fees are inclusive of VAT.	VAT is not chargeable.
1 New Dwelling	£1,290	£1,290	£1,935.00
2 New Dwellings	£1,550	£1,550	£2,325.00
3 New Dwellings	£1,995	£1,995	£2,992.50
Greater than 3 New Dwellings	Individually Determined Charge - Please Contact Building Control		

TABLE B - CHARGES AND APPLICATION NOTES

The listed charges cover both houses and flats forming new build dwellings, conversion(s) to dwellings and do not exceed three storeys (including basements) or 300 m². Where proposals are for greater than 3 new dwellings or where properties exceed three storeys (including basements) or 300 m² or where a single dwelling is being formed from multiple dwellings, an individually determined charge will be required - please contact Building Control.

TABLE C STANDARD CHARGES - NON DOMESTIC WORK

PROPOSALS	FULL PLANS SUBMISSION	BUILDING NOTICE SUBMISSION	REGULARISATION SUBMISSION	
	Total Fee Includes Plan and Inspection Charge. All fees are inclusive of VAT.	All fees are inclusive of VAT.	VAT is not chargeable.	
All Purpose Groups	Total estimated cost of works not exceeding £20,000	£795	£795	£1,192.50
	Total estimated cost of works not exceeding £50,000	£975	£975	£1,462.50
	Total estimated cost of works not exceeding £100,000	£1,345	£1,345	£2,017.50
	Total estimated cost of works exceeding £100,000	Individually Determined Charge - Please Contact Building Control		
	All Other Works Not Listed Elsewhere	Individually Determined Charge - Please Contact Building Control		

TABLE C - CHARGES AND APPLICATION NOTES

When calculating a fee for 'non domestic works', the cost of work should exclude VAT.

TABLE D STANDARD CHARGES - REQUEST FOR RE-OPENING OF BUILDING CONTROL APPLICATIONS AND COPIES OF DOCUMENTS

REQUEST	FULL PLANS SUBMISSION	BUILDING NOTICE SUBMISSION	REGULARISATION SUBMISSION
All fees are inclusive of VAT.			
Completion Certificates	£50.00 + Research Fee		
Decision Notices	£50.00 + Research Fee		
Letter of Comfort	£160.00 + Research Fee		
Re-opening of a Building Control Application Project / File that has not received a final inspection or completion certificate	£110.00 + Research Fee		
Review of design information associated with a Building Control Application / Project.	<p>In line with Government guidance, Building Regulation application information need only be retained for fifteen years. Building Regulation applications and all information associated with an application are not classified as Public Records under the Local Government Act 1972. Most third party documents are protected under copyright laws and cannot be reproduced without express permissions. Therefore, where an appropriate request (at Building Controls discretion) to review and copy documents is put forward to the Building Control service, the requester must provide formal written consent from both the original author (architect, engineer, designer etc) and the associated property freeholder relevant to when the original application was submitted.</p> <p>Where appropriate written consents are provided to the Building Control service, a non refundable fee of £110.00 + Research Fee will become payable. No guarantees are given with regards to the particular information requested. Requests for information will only usually be considered from appropriate property owners or through legal representation.</p>		
TABLE D - CHARGES AND APPLICATION NOTES			
<p><i>A homeowner / client may request copies of documents relating to a registered Building Control application submitted in their name only subject to provision of the appropriate written consents as outlined above. All requests will be subject to a minimum <u>research fee of £40</u> in addition to the listed charges. All charges are inclusive of VAT.</i></p>			