

## **Building Regulations Charges (Scheme No.12)**

### **Guidance Note 2023/2**

#### **Domestic Extensions & Alterations to a Single Dwelling**

##### **The Building Regulations 2010 (as amended) The Building (Local Authority Charges) Regulations 2010**

In accordance with The Building (Local Authority Charges) Regulations 2010, charges are made by the Council in connection with their function relating to the Building Regulations. Scheme 12 is applicable to applications received on or after **3 April 2023**.

The charges for Building Regulation work are required to cover the cost of the service with the exception of certain work that is carried out solely for the benefit of a disabled person, which is charge exempt. (See details below.)

There are two methods of establishing the building regulations charge for building work - standard charges and individually determined charges.

##### **Standard Charges**

The charges for the majority of domestic extensions and alterations are standard charges and are listed in **Tables B & C** below.

These standard charges have been set by the authority on the basis that the building work does not consist of, or include, innovative or high risk construction techniques (details available from the authority) and/or the duration of the building work from commencement to completion does not exceed 12 months.

The charges have also been set on the basis that the design and building work is undertaken by a person or company that is competent to carry out the relevant design and building work referred to in the standard charges tables. If they are not, the work may incur supplementary charges.

**If you are carrying out multiple extensions and/or alterations on a dwelling 'at the same time', a reduction in the standard charges may be applied; therefore, please ask for an individual assessment of the charge for this type of work.** For example, an extension with a floor area not exceeding 10m<sup>2</sup> and a loft conversion with a floor area not exceeding 60m<sup>2</sup> would require two separate fees. If they are built at the same time, a reduction may be applied.

##### **Individually Determined Charges**

If the work you are carrying out is not listed as a standard charge, the charge will be individually determined.

This method of determining the charge mainly relates to larger and more complex schemes; and includes the following types of building work:

- Applications subject to a reversion charge (work reverting from an approved inspector to the local authority)
- Building work that relates to more than one dwelling/building
- Building work consisting of alterations to a dwelling (other than extensions) where the estimated cost exceeds £75,000
- Building work consisting of a domestic extension where the floor area exceeds 100m<sup>2</sup>
- Building work consisting of a non-exempt domestic garage or carport, loft conversion, or garage conversion with a floor area over 60m<sup>2</sup>
- Building work consisting of the replacement of more than 25 windows in a domestic property.

If your building work is defined as requiring an individual assessment of a charge, please contact Building Control at: **bcontrol@harrow.gov.uk**, giving a description and details of the intended work, including plans where applicable; and preferably including build cost and time. We aim to respond within one working day. Alternatively, please telephone us on 020 8736 6058.

##### **Types of Applications**

1. **Full Plans** applications where the **Plan Charge** must be paid with the deposit of plans. The **Inspection Charge**, to cover the inspection of the works must be paid after the first inspection has



been carried out. An invoice will be sent to the owner (or the person / company specified on the application form) for the amount due.

2. **Building Notice** applications where the **Building Notice Charge** must be paid when the notice is submitted. The payment covers the inspection of the building work and the checking of any details/calculations as may be required to determine compliance with the Building Regulations. Where work is to be carried out to a building in relation to which the Regulatory Reform (Fire Safety) Order 2005 applies, or an extension is to be built over or within 3m of a public drain or sewer (as indicated on TWU Map of Sewers), then a Full Plans Application must be made.
3. **Regularisation** applications where the single **charge of 1.3 times the Building Notice Charge** (no VAT) must be paid at time of submission. This is where work started after November 1985 but was not notified to Building Control. For further information see 'Guidance Note – Regularisation Applications', available on our website (address below).
4. **Reversion** application is where an approved inspector has acted as the building control body, but the work has reverted to Local Authority Building Control. This charge is individually determined.

### **Method of Payment**

Payment is accepted by cheque, debit or credit card (including over the phone payments). Please note that payment by credit card will incur a 1.5% handling charge. Cheques should be made payable to "London Borough of Harrow".

### **General Notes**

The appropriate charge must accompany the application form to allow the application to be made valid. Work may not legally start on site until the application is valid. If a cheque is dishonoured the application will become invalid. If you have any difficulties please contact Building Control on 020 8736 6058 or email [bcontrol@harrow.gov.uk](mailto:bcontrol@harrow.gov.uk). VAT is payable at the standard rate unless otherwise indicated.

### **Supplementary Charges and Refunds**

If the basis on which the charge has been set or determined substantially changes, a supplementary charge or refund may be made, for which a written statement will be given setting out the basis of the supplementary charge/refund, and how it has been calculated.

The charges are based on the assumption that a qualified 'Part P' registered electrician is used for the relevant work and that a Part P Certificate will be issued under a recognised Competent Person Scheme. A supplementary charge will be made if this is not the case.

### **Exemption from Charges**

No building regulation charge is payable for the purpose of providing accommodation or facilities designed to secure the greater health, safety, welfare or convenience of a disabled person in relation to an existing dwelling, which is, or is to be, occupied by that disabled person as a permanent residence where such work consists of:-

- a) the adaptation or extension of existing accommodation or an existing facility or the provision of alternative accommodation or an alternative facility where the existing accommodation or facility could not be used by the disabled person or could be used by the disabled person only with assistance; or
- b) the provision of the extension of a room which is or will be used **solely**:-
  - i) for the carrying out for the benefit of the disabled person of medical treatment which cannot reasonably be carried out in any other room in the dwelling, or
  - ii) for the storage of medical equipment for the use of the disabled person, or
  - iii) to provide sleeping accommodation for a carer where the disabled person requires 24-hour care.

Note: '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, as extended by virtue of Section 8(2) of the Mental Health Act 1959, applied but disregarding the amendments made by paragraph 11 of Schedule 13 to the Children Act 1989. The words in section 8(2) of the Mental Health Act 1959 which extend the meaning of disabled person in section 29(1) of the National Assistance Act 1948, are prospectively repealed by the National Health Service and Community Care Act 1990, section 66(2), Schedule 10, as from a day to be appointed.

**For further information regarding Harrow Building Control, please visit our web site**

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



## Harrow Building Control - Schedule of Charges - Table B

### Scheme No.12

Applicable from 3 April 2023

### Domestic Extensions & Alterations to a Single Dwelling

Type of Work	Full Plans Application						Building Notice Application		
	Plan Charge (£)	VAT (£)	Total Plan Charge (£)	Inspection Charge (£)	VAT (£)	Total Inspection Charge (£)	Building Notice Charge (£)	VAT (£)	Total Building Notice Charge (£)
<b>Single Storey and Two Storey Extensions (No Basement)</b>									
Extension with floor area not exceeding 10m <sup>2</sup>	540.50	108.10	<b>648.60</b>	included in plan charge			540.50	108.10	<b>648.60</b>
Extension with floor exceeding 10m <sup>2</sup> but not exceeding 40m <sup>2</sup>	737.17	147.43	<b>884.60</b>	included in plan charge			737.17	147.43	<b>884.60</b>
Extension with floor exceeding 40m <sup>2</sup> but not exceeding 60m <sup>2</sup>	393.17	78.63	<b>471.80</b>	540.50	108.10	<b>648.60</b>	933.67	186.73	<b>1120.40</b>
Extension with floor exceeding 60m <sup>2</sup> but not exceeding 100m <sup>2</sup>	491.42	98.28	<b>589.70</b>	638.75	127.75	<b>766.50</b>	1130.17	226.03	<b>1356.20</b>
<b>Loft Conversions (Floor Area up to 60m<sup>2</sup>)</b>									
Loft conversion with floor area not exceeding 60m <sup>2</sup>	687.92	137.58	<b>825.50</b>	included in plan charge			687.92	137.58	<b>825.50</b>
<b>Garages and Car Ports</b>									
Erection of a non-exempt detached garage or carport up to 60m <sup>2</sup>	589.67	117.93	<b>707.60</b>	included in plan charge			589.67	117.93	<b>707.60</b>
Extension to create a garage or car port up to 60m <sup>2</sup>	589.67	117.93	<b>707.60</b>	included in plan charge			589.67	117.93	<b>707.60</b>
<b>Other</b>									
Conversion of a garage to habitable room(s). Up to 60m <sup>2</sup> .	413.33	82.67	<b>495.99</b>	included in plan charge			413.33	82.67	<b>495.99</b>

#### Notes

1. Regularisation Charge = Building Notice Charge (excluding VAT) plus 30%. No VAT payable.
2. Rate of VAT (%) : 20.00
3. Where notifiable electrical work is carried out relating to an extension or other work noted in this table and the installation is **not** carried out by a person registered with a recognised self-certification scheme an additional fee of £200.00 plus VAT will be required to cover the cost of electrical inspections and testing.
4. Where an extension includes a basement, the fee will be individually assessed. Please contact Harrow Building Control for a quotation.
5. Please contact Harrow Building Control for a quotation on other work not listed in the charges tables.

## Harrow Building Control - Schedule of Charges - Table C

Scheme No.12

Applicable from 3 April 2023

### Domestic Alterations to a Single Dwelling

Type of Work	Basis of charge	Full Plans Application						Building Notice Application		
		Plan Charge (£)	VAT (£)	Total Plan Charge (£)	Inspection Charge (£)	VAT (£)	Total Inspection Charge (£)	Building Notice Charge (£)	VAT (£)	Total Building Notice Charge (£)
<b>General Alterations</b>										
Underpinning (Traditional bases)	Up to 10m in length	491.42	98.28	<b>589.70</b>	included in plan charge			491.42	98.28	<b>589.70</b>
Re-Roofing/Renovation of a thermal element	Fixed price	245.75	49.15	<b>294.90</b>	included in plan charge			245.75	49.15	<b>294.90</b>
<b>Internal Alterations</b>										
Internal alterations / installation of fittings (not electrical) and/or structural alterations	Estimated cost of work less than or equal to £5000	252.67	50.52	<b>303.20</b>	included in plan charge			252.67	50.52	<b>303.20</b>
	Estimated cost of work greater than £5000 but less than or equal to £25000	393.17	50.53	<b>471.80</b>	included in plan charge			393.17	50.53	<b>471.80</b>
	Estimated cost of work greater than £25000 but less than or equal to £50000	344.00	68.80	<b>412.80</b>	344.00	68.80	<b>412.80</b>	687.92	137.58	<b>825.50</b>
	Estimated cost of work greater than £50000 but less than or equal to £75000	491.42	98.28	<b>589.70</b>	589.97	117.93	<b>707.60</b>	1081.08	216.22	<b>1297.30</b>
<b>Replacement Windows</b>										
Window replacement (non-competent person)	Per installation up to 10 windows	196.50	39.30	<b>235.80</b>	included in plan charge			196.50	39.30	<b>235.80</b>
	Per installation between 11 and 25 windows	245.75	49.15	<b>294.90</b>	included in plan charge			245.75	49.15	<b>294.90</b>
<b>Electrical Work</b>										
Notifiable electrical work (non-competent person)	Any electrical work other than re-wiring a dwelling.	393.17	78.63	<b>471.80</b>	included in plan charge			393.17	78.63	<b>471.80</b>
	Re-wiring or new installation in a dwelling	442.25	88.45	<b>530.70</b>	included in plan charge			442.25	88.45	<b>530.70</b>

**Notes**

1. Regularisation Charge = Building Notice Charge (excluding VAT) plus 30%. No VAT payable.
2. Rate of VAT (%) : 20.00
3. For the purposes of replacement windows, a competent person is someone who is registered under a competent person scheme with FENSA, CERTASS or the British Standards Institution or any other scheme approved by the Secretary of State for this type of work.
4. For the purposes of notifiable electrical work, a competent person is someone who is registered under a competent person scheme with NICEIC, NAPIT, ELECSA, EC Certification Limited or BSI or any other scheme approved by the Secretary of State for this type of work.
5. Please contact Harrow Building Control for a quotation on other work not listed in the charges tables.