

**Regeneration Economy and Growth
Management Team**

21 March 2024

**Planning and Housing - Fees and
Charges 2024/25**



Report of Michael Kelleher, Head of Planning and Housing

Electoral division(s) affected:

Countywide

Purpose of the Report

- 1 The purpose of this report is to update and seek approval from Regeneration, Economy, and Growth Management Team with regards to the 2024/25 proposed fees and charges for the Planning and Housing service.
- 2 A separate report is produced for proposed fees and charges by Care Connect.

Executive summary

- 3 The report sets out the proposed fees and charges for the Planning and Housing service for 2024/25 effective from 1 April 2024.
- 4 Service managers have considered fees and charges for their individual service areas and where appropriate increased non-statutory charges in line with the Council's MTFP for next year. All amendments to non-statutory charges have been agreed with the Head of Service.

Recommendation

- 5 REG Management Team is recommended to approve the schedule of Planning & Housing fees and charges for 2024/25 to be implemented from 1 April 2024, as detailed in Appendix 2.

Background

- 6 All fees and charges must be reviewed on (at least) an annual basis and adjusted where appropriate. Increases in fees and charges are often necessary given the current and future pressures on budgets and the need to make target efficiency savings through maximising service income as well as reducing expenditure.
- 7 However, the tough economic climate means that careful consideration must be given to increasing prices in all discretionary fee charging areas.
- 8 The Council's delegated powers means that the fees and charges recommended in this report do not need to be approved by Cabinet, but instead can be agreed between the Corporate Director for Regeneration, Economy and Growth, and the Portfolio Holder.
- 9 In line with corporate guidance, increases (where possible) will be implemented from 1 April 2024. For 2024/25 there is no minimum "standard" increase applied. In some instances where there are existing pressures and savings are required, some charges have increased above inflation, however in doing so cognisance is made of other regional / external charges.

Context

10 The Council has addressed the issue of harmonisation of fees and charges across the County over a period of time since LGR. This was based on a Corporate Fees and Charges Policy that supports future budget processes and provides a framework and approach to charging for services.

11 The Policy is built around the following key principles:

- Develop an entrepreneurial approach so that charges whether new or reviewed are carefully considered, and consistent.
- Compliance with the Local Government Act 2003, which gives wide general powers to provide and charge for "Discretionary Services".
- Adherence with the financial duty to ensure income does not exceed cost.
- Charges may be set, so that different people are charged different amounts and in different areas to satisfy local needs and objectives (a service can also continue to be provided free).
- The income derived from charging will normally be used to offset the costs of providing the service being charged for, including support service costs.
- As a general principle all proposals put forward to alter charges must be affordable, equitable and sustainable. These principles have been previously applied and continue to be applied to all aspects of the Community Protection provision.

Statutory, Regulatory and Discretionary Charges

- 12 Fees and charges fall into three categories - Statutory, Regulatory and Discretionary. Some of the charges associated with Planning and Housing are Statutory, so the Council has limited discretionary powers over how they are applied. For example, charges in respect of planning applications are set by central government but a discretionary fee for pre-application advice can be levied.
- 13 There is also a statutory fee to be made when a Building Control application is made but the charge levied by Durham County Council is discretionary.
- 14 Discretionary fees and charges are set by the service without guidance or instruction from government agencies. The main considerations therefore relate to market conditions and how the service contributes to the overall aims of the Authority and follows a cost recovery principal. For example, the Housing Act 2004 Notice fees.
- 15 Increasing prices is only one part of a more strategic approach to be taken to ensure that Planning and Housing meets its challenging income and efficiency targets for 2024/25. Whilst importance has been placed on the generation of revenue through price increases, during the current tough economic climate, consideration has also been given to the public perspective and the impact of any such increase in charges will have upon them.

Planning and Housing Budgets

- 16 The proposed net budget for Planning and Housing for 2024/25 is £6.514 million, excluding outstanding Local Government pay awards. The budget is made up of £24.424 million in expenditure and £17.910 million in income. The fact that budgeted income for fees & charges accounts for approximately 36% of total expenditure emphasises the need to ensure that the contribution from all relevant income streams is maximised.

Proposed Fees & Charges 2024/25

Planning and Building Control Services

- 17 The following approaches have been taken within Planning and Building Control Areas, with all proposed related charges in Appendix 2.

a) Building Control Services

Building Control income is subject to commercial competition from the private sector on the grounds that developers are not obligated to use

Local Authority Building Control as their building control provider, and it is proposed for 2024/25 to apply the standard corporate rate of inflation uplift of 2% to existing fees and charges.

b) Planning

In December 2023, Government uplifted planning application fees by between 25% and 35%. The planning service also uplifted its pre-application fees in September 2023, and at the same time introduced an added charge in relation to Planning Performance Agreements (PPAs). It is proposed that these charges remain the same for 2024/25.

An additional charge is proposed for the monitoring of Bio-Diversity Net Gain Agreements, together with an increase to the standard charge for general Section 106 Agreement monitoring.

Housing

18 The following approaches have been taken within Housing Service areas, with all related charges listed in Appendix 2.

a) Housing Act 2004 Part 1 Notices Charge

A charge is levied for costs incurred in the issue of Housing Health and Safety Rating Scheme (HHSRS) notices. This charge in 2023/24 was £310 (plus any additional technical inspection costs) and will increase by 5% to £325 in 2024/25. This is in line with the Community Protection Service in Neighbourhoods and Climate Change, as they also enforce the Housing Act 2004.

b) Selective Licensing Fees

The Selective Licensing scheme began on 1 April 2022. Charges relating to the administration and enforcement of the scheme were set at £500 based on a five-year licence covering the period from April 2022 to March 2027. There was no increase in 2023/24 due to the economic climate for landlords (mortgage rate increases, increased rent arrears and evictions following the lifting of the eviction ban, and rising costs with property maintenance and administration). However, it is now proposed to increase the standard fee in 2024/25 to £555 (11% rise) to cover increased staffing costs.

Inflation has decreased over the last 12 months, whilst the staffing cost for local authorities has gone up by 13% in some cases over the last two years, and significantly more since the fee was set in 2020 (at submission). A further staffing cost increase of 4% is forecast for 2024/25. The majority of the licence fee is spent on staffing, and income is ringfenced within the

scheme. The 11% increase reflects the budget required for the enforcement of non-compliant landlords. A discount of £35 remains in place for licence holders with multiple properties, meaning second applications will be £520, reflecting the resource saved in landlord checks.

All landlords with existing licences (who have been compliant since licensing came into force on 1 April 2022) will be given an accreditation discount reducing the fee to its existing level in 2023/24 (for accredited landlords with multiple properties), a cost of £410. This means compliant landlords will not be charged more than they have been previously. However, all landlords without a licence for a property (now two years into the scheme) will be charged an increased fee to reflect the increased costs of staffing. The increased income will direct resource to finding landlords who have not yet applied, and enforcement investigations into those refusing to comply.

The VAT code has been amended from 'Zero Rate' to 'Out of Scope', as this has been the case since the scheme began in 2022 and has previously been completed incorrectly on the annual fees report.

c) Works in Default

A sliding scale of charges was previously introduced for Works in Default based on bands of work ranging from £100 to £20,000. In addition, an administration charge ranging from £100 to £2,000 is also levied. These charges will be subject to a 5% increase for 2024/25. This is in line with the Community Protection Service in Neighbourhoods and Climate Change as they also enforce the Housing Act 2004 and carry out Works in Default.

d) Gypsy Roma Traveller Pitch Fees

There will be an increase to pitch fees by Consumer Price Index of 6.7% in 2024/2025. This increase was previously agreed in a report to Planning and Housing Leadership Team on 30 January 2024. The Head of Planning and Housing has delegated authority to agree this increase and a delegated record was recently signed on 1 February 2024. This was the first rent increase since 2017.

e) Empty Homes Loans Arrangement Fees

There are no proposed increases for 2024/25.

f) Eco-Flex Applications

The processing of these applications for the most recent ECO scheme (ECO4) commenced in 2023. The complexity of each application route

varies. An assessment of resource required to process each route has taken place and it is proposed to increase application fees to reflect this.

- The processing of these applications via 'route 1' is proposed to increase from £25 per application in 2023/2024 to £100 per application in 2024/25. This is considered the most complex route for applications.
- A proposed fee of £50 per application is to be introduced for the processing of applications via routes 2, 3 and 4. This is below the current estimated staffing costs of £122 per application and in line with other local authority fees.

g) Social housing rents

The Head of Planning and Housing has delegated authority to agree rent increases, separate to this report.

Appendix 1: Implications

Legal Implications

Not applicable.

Finance

The price increase will result in increased income for 2024/25. Maximising the income receivable from various service areas is crucial if the service is to meet its approved budget.

Consultation

Not applicable.

Equality and Diversity / Public Sector Equality Duty

The sensitive pricing of services, particularly in discretionary service areas, is essential in the current economic climate. Price should never be the criterion that denies the unemployed or a low-income household access to high quality services. Prices must be set to maximise take up by the public, whilst satisfactorily supporting the overall cost of service provision.

Human Rights

Not applicable.

Crime and Disorder

Not applicable.

Staffing

There are currently no staffing implications.

Accommodation

Not applicable.

Risk

The sensitive pricing of services, particularly in discretionary service areas, is essential in the current economic climate, as a result in order to minimise risk, the fees and charges increase has taken in consideration these factors and only where robust business plans have been undertaken has the increase been proposed at a higher rate. It is common for businesses to challenge the fees so a gradual increase, based on the additional cost of the regime to the Council is expected. Some Councils do get legal challenge to their fees structure and are compelled to justify how the fees have been determined.

Procurement

Not applicable.

Climate Change

Not applicable.

Appendix 2: Proposed Fees and Charges for 2024/25

**Planning
Proposed Fees & Charges 2024/25**

Product Group	Product Description	2024/25 Method of Charging	2023/24 Charge (£) (inc VAT)	2024/25 Charge (£) (inc VAT)	Actual Increase (£)	Actual %age Increase	VAT Code
PLANNING							
Outline Applications (Most Types)							
	Per 0.1 ha (or part thereof) of the site area where the site area does not exceed 2.5 ha	Per Application	462.00	624.00	162.00	35.06%	O
	Where the site area exceeds 2.5 ha	Per Application	11,432.00	15,433.00	4,001.00	35.00%	O
	Additional for each 0.1 ha in excess of 2.5 ha up to maximum of £150,000	Per Application	138.00	186.00	48.00	34.78%	O
Full Applications and Applications for approval of reserved matters							
	Alterations or extensions to existing dwellings - where the application relates to existing dwellings	Per Application	206.00	258.00	52.00	25.24%	O
	Alterations or extensions to existing dwellings - where the application relates to 2 or more dwellings	Per Application	407.00	509.00	102.00	25.06%	O
	Alterations or extensions to existing dwellings - Operations, including building, within curtilage of existing dwelling, or boundary enclosures	Per Application	206.00	258.00	52.00	25.24%	O
	Erection of dwelling houses - Per dwelling created by development up to 50 units	Per Application	462.00	624.00	162.00	35.06%	O
	Erection of dwelling houses - Over 50 units	Per Application	22,859.00	30,860.00	8,001.00	35.00%	O
	Erection of dwelling houses - Additional charge for each dwelling in excess of 50 units up to a maximum of £300,000	Per Application	138.00	186.00	48.00	34.78%	O
	Erection of buildings (other than dwellings, glass houses or plant and machinery) - Works not creating more than 40m2 of additional floorspace	Per Application	234.00	293.00	59.00	25.21%	O
	Erection of buildings (other than dwellings, glass houses or plant and machinery) - Works not creating more than 40m2 of additional floorspace - More than 40sq m but not more than 75sq m of additional floorspace	Per Application	462.00	578.00	116.00	25.11%	O
	Erection of buildings (other than dwellings, glass houses or plant and machinery) - More than 40sq m but not more than 75sq m of additional floorspace - Each additional 75 sq m (or part thereof) but no more than 3,750sq m	Per Application	462.00	578.00	116.00	25.11%	O
	Erection of buildings (other than dwellings, glass houses or plant and machinery) - Each additional 75 sq m (or part thereof) but no more than 3,750sq m - More than 3,750sq m	Per Application	22,859.00	30,680.00	7,821.00	34.21%	O
	Erection of buildings (other than dwellings, glass houses or plant and machinery) - More than 3,750sq m - Each additional 75 sq m created above 3,750 sq m (maximum £300,000)	Per Application	138.00	186.00	48.00	34.78%	O
	Erection of Agricultural Buildings on land used for the purposes of agriculture, of buildings to be used for agricultural purposes other than glass houses - Works creating not more than 465sq m	Per Application	96.00	120.00	24.00	25.00%	O
	Erection of Agricultural Buildings on land used for the purposes of agriculture, of buildings to be used for agricultural purposes other than glass houses - Works creating more than 465sq m but not more than 540sq m	Per Application	462.00	578.00	116.00	25.11%	O
	Erection of Agricultural Buildings on land used for the purposes of agriculture, of buildings to be used for agricultural purposes other than glass houses - Works exceeding 540sq m floorspace but not more than 4,215sq m - £335 for the first 540sq m (as above) plus for every additional 75sq m (or part thereof)	Per Application	462.00	578.00	116.00	25.11%	O
	Erection of Agricultural Buildings on land used for the purposes of agriculture, of buildings to be used for agricultural purposes other than glass houses - Works creating more than 4215sq.m	Per Application	22,859.00	30,860.00	8,001.00	35.00%	O
	Erection of Agricultural Buildings on land used for the purposes of agriculture, of buildings to be used for agricultural purposes other than glass houses - Each additional 75 sq m created above 4,215 sq m (maximum £300,000)	Per Application	138.00	186.00	48.00	34.78%	O
	The Erection of Glass houses on land for the purposes of agriculture - Works creating not more than 465sq m floorspace	Per Application	96.00	120.00	24.00	25.00%	O
	The Erection of Glass houses on land for the purposes of agriculture - Works creating more than 465sq m floorspace	Per Application	2,580.00	3,225.00	645.00	25.00%	O
	Erection, alteration or replacement of plant and machinery - Erection, alteration or replacement of plant and machinery - For each 0.1 ha (or part thereof) where the site area does not exceed 5 ha	Per Application	462.00	578.00	116.00	25.11%	O
	Erection, alteration or replacement of plant and machinery - For each 0.1 ha (or part thereof) where the site area does not exceed 5 ha - Where the site area exceeds 5 ha	Per Application	22,859.00	30,860.00	8,001.00	35.00%	O
	Erection, alteration or replacement of plant and machinery - Where the site area exceeds 5 ha - Each additional 0.1 ha in excess of 5 ha (maximum £300,000)	Per Application	138.00	186.00	48.00	34.78%	O
	Approval of reserved matters where flat rate (below) does not apply - a fee based on floor space / numbers of dwelling houses involved						
Concessionary Fees & Exemptions							
	Works to improve the disabled person's access to a public building, or to improve access, safety, health or comfort at his dwelling house	Per Application	No Fee	No Fee	0	0.00%	O
	Applications by parish councils etc. (advertisement applications also)	Per Application	Half Normal Fee	Half Normal Fee	0	0.00%	O
	Applications required because of the removal of permitted development rights by a condition or by a Article 4 direction - Householder	Per Application	206.00	Full fee required	0	100.00%	O
	Applications required because of the removal of permitted development rights by a condition or by a Article 4 direction - Change of Use	Per Application	462.00	Full fee required	0	100.00%	O
	Playing Fields (for sports clubs etc)	Per Application	462.00	578.00	116.00	25.11%	O

Product Group	Product Description	2024/25 Method of Charging	2023/24 Charge (£) (inc VAT)	2024/25 Charge (£) (inc VAT)	Actual Increase (£)	Actual %'age Increase	VAT Code
	Revised or fresh application for development (or advertisement) of the same character or description within 12 months of refusal or approval, or of the making of the earlier application if withdrawn or within 12 months of expiry of the statutory 8 week period where the applicant has appealed to the Secretary of State on the grounds of non-determination.	Per Application	No Fee	Full fee required	0	100.00%	O
	Duplicate applications made by the same applicant within 28 days	Per Application	Normal Fee for both applications	Normal Fee for both applications	0	0.00%	O
	Alternative applications for one site - highest of the fees applicable for each alternative and a sum equal to half the rest	Per Application	Highest fee applicable plus a sum equal to half the rest	Highest fee applicable plus a sum equal to half the rest	0	0.00%	O
	Development crossing planning authority boundaries, requiring several applications - Only one fee, paid to the authority having the larger site but calculated for whole scheme, and subject to special ceiling	Per Application	One fee, based on the whole scheme, paid to the authority with the larger area - subject to ceiling.	One fee, based on the whole scheme, paid to the authority with the larger area - subject to ceiling.	0	0.00%	O
	Reserved matters where applicant's earlier reserved matters applications have incurred total fees equalling that for a full application for entire scheme	Per Application	462.00	578.00	116.00	25.11%	O
	Confirmation of compliance with condition attached to planning permission - for each request within category 2(a) above	Per Application	34.00	43.00	9.00	26.47%	O
	Confirmation of compliance with condition attached to planning permission - for each request within any other category	Per Application	116.00	145.00	29.00	25.00%	O
Other Applications							
	Exploratory drilling for oil or natural gas - Exploratory drilling for oil or natural gas - For each 0.1 ha (or part thereof) of site area not exceeding 7.5 ha.	Per Application	508.00	686.00	178.00	35.04%	O
	Exploratory drilling for oil or natural gas - Exploratory drilling for oil or natural gas - Where the site is in excess of 7.5 ha	Per Application	38,070.00	51,395.00	13,325.00	35.00%	O
	Exploratory drilling for oil or natural gas - Exploratory drilling for oil or natural gas - Each additional 0.1 ha in excess of 7.5 ha (maximum £300,000)	Per Application	151.00	204.00	53.00	35.10%	O
	Winning, working, storage of minerals etc and waste disposal - Per 0.1 ha (or part thereof) of site area not exceeding 15 ha	Per Application	257.00	316.00	59.00	22.96%	O
	Winning, working, storage of minerals etc and waste disposal - Where the site is in excess of 15 ha	Per Application	38,520.00	47,161.00	8,641.00	22.43%	O
	Winning, working, storage of minerals etc and waste disposal - Each additional 0.1 ha in excess of 15 ha (maximum £78,000)	Per Application	151.00	186.00	35.00	23.18%	O
	Car parks, service roads or other accesses (existing uses only)	Per Application	234.00	293.00	59.00	25.21%	O
	Other operations on land per 0.1 ha (or part thereof) of site area (maximum £2,028)	Per Application	234.00	293.00	59.00	25.21%	O
	For non-compliance with conditions, including retention of temporary buildings etc (if not exempt as a revision)	Per Application	234.00	293.00	59.00	25.21%	O
	Change of use to or sub division of dwellings - Change of use to or sub division of dwellings - Per each additional dwelling created up to 50 units	Per Application	462.00	578.00	116.00	25.11%	O
	Change of use to or sub division of dwellings - Per each additional dwelling created up to 50 units - Over 50 units	Per Application	22,859.00	30,860.00	8,001.00	35.00%	O
	Change of use to or sub division of dwellings - Over 50 units - Additional charge for each dwelling created in excess of 50 units (maximum £405,000)	Per Application	138.00	186.00	48.00	34.78%	O
	Other changes of use except waste or minerals	Per Application	462.00	578.00	116.00	25.11%	O
	Under Schedule 2 of the General Permitted Development Order	Per Application	96.00	120.00	24.00	25.00%	O
	Determinations under Part 6 (agricultural buildings or operations, Part 7 (forestry buildings or operations) and Part 31 (demolition of buildings)	Per Application	96.00	120.00	24.00	25.00%	O
	Determinations under Part 24 (development by telecommunications code systems operations)	Per Application	462.00	578.00	116.00	25.11%	O
Advertisements							
	Relating to the business on the premises	Per Application	132.00	165.00	33.00	25.00%	O
	Advance signs directing the public to a business	Per Application	132.00	165.00	33.00	25.00%	O
	Other advertisements	Per Application	462.00	578.00	116.00	25.11%	O
Hazardous Substances Consent							
	Applications where proposals are for less than twice the controlled quantity	Per Application	250.00		-250.00	-100.00%	O
	Applications where proposals are for more than twice the controlled quantity	Per Application	400.00		-400.00	-100.00%	O
	Applications for removal of conditions and continuation of consent	Per Application	200.00		-200.00	-100.00%	O
Pre Application Advice							
	Pre Application Advice:						See Table F
BUILDING CONTROL							
Standard Charges for the Creation or Conversion to New Dwellings							
	Standard Charges for the Creation or Conversion to New Dwellings:						See Table A
Standard Charges for Domestic extensions to a single building							
	Standard Charges for Domestic extensions to a single building:						See Table B
Standard Charges for Domestic alterations to a single building							
	Standard Charges for Domestic alterations to a single building:						See Table C
Standard Charges all other non-domestic work - Extensions & New Build							
	Standard Charges all other non-domestic work - Extensions & New Build:						See Table D
Standard Charges all other non domestic work- alterations							
	Standard Charges all other non domestic work- alterations:						See Table E

Product Group	Product Description	2024/25 Method of Charging	2023/24 Charge (£) (inc VAT)	2024/25 Charge (£) (inc VAT)	Actual Increase (£)	Actual %'age Increase	VAT Code

Standard Charges for the Creation or Conversion to New Dwellings

Figures shown are **Exclusive** of VAT at the current rate
Please note VAT is **not** applicable to a Regularisation

It is proposed that the 2023/24 charges are increased by 2% and rounded to the nearest whole £
for 2024/25, as shown below:

No. of Dwellings In Scheme	Plan Charge (720191)	Inspection Charge (720196)	Building Notice Charge (720195)	Regularisation Charge (720197)	Additional Charge £
	£	£	£	£	
1	214.00	629.00	840.00	1,260.00	349.00 per dwelling in the scheme
2	294.00	694.00	988.00	1,482.00	
3	347.00	895.00	1,242.00	1,863.00	
4	387.00	1,082.00	1,469.00	2,203.00	
5	427.00	1,268.00	1,695.00	2,544.00	
6	467.00	1,443.00	1,910.00	2,894.00	
7	494.00	1,616.00	2,110.00	3,165.00	
8	521.00	1,789.00	2,310.00	3,465.00	
9	548.00	1,981.00	2,529.00	3,785.00	
10	574.00	2,136.00	2,710.00	4,066.00	
11	601.00	2,310.00	2,911.00	4,366.00	
12	628.00	2,484.00	3,112.00	4,667.00	
13	654.00	2,737.00	3,391.00	4,967.00	
14	681.00	2,831.00	3,512.00	5,288.00	
15	708.00	3,004.00	3,712.00	5,568.00	
16	734.00	3,178.00	3,912.00	5,869.00	
17	761.00	3,352.00	4,113.00	6,169.00	
18	788.00	3,525.00	4,313.00	6,469.00	
19	814.00	3,699.00	4,513.00	6,789.00	
20	841.00	3,872.00	4,713.00	7,070.00	
21-29	Add £14.00 per dwelling to £841.00	Add £134.00 per dwelling to £3872.00	Add £147.00 per dwelling to £4713.00	21 and above add 50% to the Building Notice fee	
30	956.00	5,106.00	6,062.00		
31 and above	Add £7.00 per dwelling to £956.00	Add £94.00 per dwelling to £5106.00	Add £100.00 per dwelling to £6062.00		

Standard Charges for Domestic Extensions to a Single Building

Figures shown are **Exclusive** of VAT at the current rate
Please note VAT is **not** applicable to a Regularisation

It is proposed that the 2024/25 charges are as shown below:

Category of Work	Description	Plan Charge (720191) £	Inspection Charge (720196) £	Building Notice Charge (720195) £	Regularisation Charge (720197) £	Additional Charge £
Single Storey Extensions						
1	Floor area not exceeding 10m2	196.35	196.35	392.70	594.00	366.00
2	Floor area exceeding 10m2 but not exceeding 40m2	196.35	392.00	588.35	884.00	366.00
3	Floor area exceeding 40m2 but not exceeding 100m2	196.35	562.00	758.35	1125.00	366.00
Two Storey Extensions						
4	Two Storey Extension not exceeding 40m2	196.35	558.00	754.35	1125.00	366.00
5	Two Storey Extension exceeding 40m2 but not exceeding 100m2	196.35	696.00	892.35	1350.00	366.00
Loft Conversions						
6	Loft Conversion that does not include dormer construction	196.35	397.00	593.35	889.00	366.00
Garages and Carports						
7	Erection or extension of a non exempt attached or detached garage or car port up to 100m2	188.00	188.00	376.00	568.00	366.00
Other Domestic Work						
8	Conversion of a garage to a habitable room(s)	90.00	179.00	269.00	450.00	366.00
9	Alterations to extend or create a basement up to 100m2	205.00	406.00	611.00	910.00	366.00

* An additional charge is incurred for work when the relevant building work, or part thereof, has not been carried out by a person referred to in regulation 7(5) (g) or (h) of the Building (Local Authority Charges) Regulations 2010. This charge may also apply where a person carrying out notifiable electrical work is not suitably qualified to provide the relevant certification. It is additional to the inspection charge, building notice charge or regularisation charge

The 2024/25 charges represent the following percentage increases / (decreases) from 2023/24:

Category of Work	Description	Plan Charge (720191) %	Inspection Charge (720196) %	Building Notice Charge (720195) %	Regularisation Charge (720197) %	Additional Charge %
Single Storey Extensions						
1	Floor area not exceeding 10m2	2.00%	2.00%	2.00%	2.00%	2.00%
2	Floor area exceeding 10m2 but not exceeding 40m2	2.00%	2.00%	2.00%	2.00%	2.00%
3	Floor area exceeding 40m2 but not exceeding 100m2	2.00%	2.00%	2.00%	2.00%	2.00%
Two Storey Extensions						
4	Two Storey Extension not exceeding 40m2	2.00%	2.00%	2.00%	2.00%	2.00%
5	Two Storey Extension exceeding 40m2 but not exceeding 100m2	2.00%	2.00%	2.00%	2.00%	2.00%
Loft Conversions						
6	Loft Conversion that does not include dormer construction	2.00%	2.00%	2.00%	2.00%	2.00%
Garages and Carports						
7	Erection or extension of a non exempt attached or detached garage or car port up to 100m2	2.00%	2.00%	2.00%	2.00%	2.00%
Other Domestic Work						
8	Conversion of a garage to a habitable room(s)	2.00%	2.00%	2.00%	2.00%	2.00%
9	Alterations to extend or create a basement up to 100m2	2.00%	2.00%	2.00%	2.00%	2.00%

Standard Charges for Domestic Alterations to a Single Building

Figures shown are **Exclusive** of VAT at the current rate
Please note VAT is **not** applicable to a Regularisation

It is proposed that the 2024/25 charges are as shown below:

Category of Work	Basis of Charge	Plan Charge (720191) £	Inspection Charge (720196) £	Building Notice Charge (720195) £	Deduction for work carried out at the same time as work in Table C	Regularisation Charge (720197) £
Domestic Alterations						
Underpinning	Fixed Price	121.00	259.00	380.00	50%	578.00
Renovation of thermal elements	Fixed Price	98.00	98.00	196.00	50%	289.00
Renew/Replace an existing roof Structure	Fixed Price	156.00	228.00	384.00	50%	578.00
Internal/ External Alterations						
Internal/External Alterations, installation of fittings (Non electrical) and/or structural alterations incl conservatories	Fixed Price based on estimated cost bands					
	Estimated cost up to £2000	138.00	-	138.00	50%	214.00
	Estimated cost exceeding £2001 up to £5000	98.00	156.00	254.00	50%	391.00
	Estimated cost exceeding £5001 up to £25000	138.00	277.00	415.00	50%	594.00
If alteration is ancillary to the building of the extension no additional charge	Estimated cost exceeding £25001 up to £50000	196.35	397.00	593.35	50%	889.00
Window / Door Replacement	Fixed Price grouped by number of windows					
	Per Installation up to 10 windows	-	-	98.00	N/A	155.00
	Per Installation over 10 windows	-	-	179.00	N/A	262.00
Notifiable Electrical Work						
Electrical Work (Not Competent person scheme)	Fixed Price based on extent of work					
	Any electrical work other than rewiring of a dwelling	80.00	161.00	241.00	N/A	536.00
	Rewiring or new installation in a dwelling	98.00	245.00	343.00	N/A	750.00

* A 50% reduction will apply to the above charges (electrical work) where the person carrying out the notifiable electrical work is suitably qualified to provide the relevant certification

The 2024/25 charges represent the following percentage increases / (decreases) from 2023/24:

Category of Work	Basis of Charge	Plan Charge (720191) %	Inspection Charge (720196) %	Building Notice Charge (720195) %	Deduction for work carried out at the same time as work in Table C	Regularisation Charge (720197) %
Domestic Alterations						
Underpinning	Fixed Price	2.00%	2.00%	2.00%	2.00%	2.00%
Renovation of thermal elements	Fixed Price	2.00%	2.00%	2.00%	2.00%	2.00%
Renew/Replace an existing roof Structure	Fixed Price	2.00%	2.00%	2.00%	2.00%	2.00%
Internal/ External Alterations						
Internal/External Alterations, installation of fittings (Non electrical) and/or structural alterations incl conservatories	Fixed Price based on estimated cost bands					
	Estimated cost up to £2000	2.00%	N/A	2.00%	2.00%	2.00%
	Estimated cost exceeding £2001 up to £5000	2.00%	2.00%	2.00%	2.00%	2.00%
	Estimated cost exceeding £5001 up to £25000	2.00%	2.00%	2.00%	2.00%	2.00%
If alteration is ancillary to the building of the extension no additional charge	Estimated cost exceeding £25001 up to £50000	2.00%	2.00%	2.00%	2.00%	2.00%
Window / Door Replacement	Fixed Price grouped by number of windows					
	Per Installation up to 10 windows	N/A	N/A	2.00%	N/A	2.00%
	Per Installation over 10 windows	N/A	N/A	2.00%	N/A	2.00%
Notifiable Electrical Work						
Electrical Work (Not Competent person scheme)	Fixed Price based on extent of work					
	Any electrical work other than rewiring of a dwelling	2.00%	2.00%	2.00%	N/A	2.00%
	Rewiring or new installation in a dwelling	2.00%	2.00%	2.00%	N/A	2.00%

Standard Charges for All other Non-domestic Work - Extensions and New Build

Figures shown are in thousands of VAT or the appropriate
 Prices with VAT @ 20% and exclude a Registration

It is proposed that the 2023/24 charges are increased by 2% for 2024/25, as shown below:

Category of Work	Other Residential (Residential & Other)			Business			Industrial and Storage			All other use classes		
	Net Charge (2024/25)	Net Charge (2023/24)	% Change (2024/25)	Net Charge (2024/25)	Net Charge (2023/24)	% Change (2024/25)	Net Charge (2024/25)	Net Charge (2023/24)	% Change (2024/25)	Net Charge (2024/25)	Net Charge (2023/24)	% Change (2024/25)
1 Floor area not exceeding 200sqm	240.00	240.00	0%	240.00	240.00	0%	240.00	240.00	0%	240.00	240.00	0%
2 Floor area exceeding 200sqm but not exceeding 500sqm	240.00	240.00	0%	240.00	240.00	0%	240.00	240.00	0%	240.00	240.00	0%
3 Floor area exceeding 500sqm but not exceeding 1000sqm	321.00	321.00	0%	321.00	321.00	0%	321.00	321.00	0%	321.00	321.00	0%
4 Floor area exceeding 1000sqm	321.00	321.00	0%	321.00	321.00	0%	321.00	321.00	0%	321.00	321.00	0%
5 Floor area exceeding 1000sqm but not exceeding 2000sqm	321.00	321.00	0%	321.00	321.00	0%	321.00	321.00	0%	321.00	321.00	0%
6 Floor area exceeding 2000sqm	321.00	321.00	0%	321.00	321.00	0%	321.00	321.00	0%	321.00	321.00	0%
7 Floor area exceeding 2000sqm but not exceeding 5000sqm	321.00	321.00	0%	321.00	321.00	0%	321.00	321.00	0%	321.00	321.00	0%
8 Floor area exceeding 5000sqm	321.00	321.00	0%	321.00	321.00	0%	321.00	321.00	0%	321.00	321.00	0%
9 Floor area exceeding 5000sqm but not exceeding 10000sqm	321.00	321.00	0%	321.00	321.00	0%	321.00	321.00	0%	321.00	321.00	0%
10 Floor area exceeding 10000sqm	321.00	321.00	0%	321.00	321.00	0%	321.00	321.00	0%	321.00	321.00	0%

Note: A basement is considered to be a storey and there is an additional fee £20000 - VAT for work in relation to a basement

The amount of fees taken to carry out the building regulation function varies, dependent on the different use of categories of buildings.

Standard Charges - All other Non-domestic Work - Alterations

Figures shown are **Exclusive** of VAT at the current rate
Please note VAT is **not** applicable to a Regularisation

It is proposed that the 2024/25 charges are as shown below:

Category of Work	Basis of Charge	Plan Charge (720191) £	Inspection Recharge (720196) £	Regularisation Charge (720197) £	
1	The Installaton of any fitting or other work ancilliary to the building of an extension	N/A	N/A	N/A	
2	Underpinning	Estimated cost up to £50,000	121.00	254.00	568.00
		Estimated cost exceeding £50,000 and up to £100,000	121.00	353.00	707.00
		Estimated cost exceeding £100,000 and up to £150,000	121.00	473.00	884.00
3	Window replacement (non competent persons scheme) including shop	Fixed Price grouped by number of windows , eg:-			
		Per installation up to 20 windows	50.00	80.00	187.00
4	Renovation of thermal elements	Per installaton over 20 windows up to 50 windows	50.00	147.00	316.00
		Estimated cost up to £50,000	80.00	121.00	295.00
		Estimated cost exceeding £50,000 and up to £100,000	98.00	147.00	353.00
5	Alterations not described elsewhere including structural alterations, installation of controlled fittings, office or shop fit out works, installation of a mezzanine floor	Estimated cost exceeding £100,000 and up to £150,000	138.00	219.00	471.00
		Estimated cost up to £5,000	89.00	179.00	407.00
		Estimated cost exceeding £5,000 and up to £25,000	129.00	254.00	589.00
		Estimated cost exceeding £25,000 and up to £50,000	187.00	393.00	884.00
		Estimated cost exceeding 50,000 and up to £100,000	245.00	540.00	1,167.00
	Estimated cost exceeding £100,000 and up to £150,000	245.00	705.00	1,414.00	

Additional charge for the change of use of a building

The charge is **£214 + VAT (£256.80)** and all associated building work will be subject to the additional charges detailed above.
Schemes with estimated costs over £150,000 to be determined individually - please contact the Building Control Team for a quotation.

Charges will be confirmed in writing on request.

The 2024/25 charges represent the following percentage increases / (decreases) from 2023/24 (rounded to the nearest £):

Category of Work	Basis of Charge	Plan Charge (720191) %	Inspection Recharge (720196) %	Regularisation Charge (720197) %	
1	The Installaton of any fitting or other work ancilliary to the building of an extension	N/A	N/A	N/A	
2	Underpinning	Estimated cost up to £50,000	2.00%	2.00%	2.00%
		Estimated cost exceeding £50,000 and up to £100,000	2.00%	2.00%	2.00%
		Estimated cost exceeding £100,000 and up to £150,000	2.00%	2.00%	2.00%
3	Window replacement (non competent persons scheme) including shop	Fixed Price grouped by number of windows , eg:-			
		Per installation up to 20 windows	2.00%	2.00%	2.00%
4	Renovation of thermal elements	Per installaton over 20 windows up to 50 windows	2.00%	2.00%	2.00%
		Estimated cost up to £50,000	2.00%	2.00%	2.00%
		Estimated cost exceeding £50,000 and up to £100,000	2.00%	2.00%	2.00%
5	Alterations not described elsewhere including structural alterations, installation of controlled fittings, office or shop fit out works, installation of a mezzanine floor	Estimated cost exceeding £100,000 and up to £150,000	2.00%	2.00%	2.00%
		Estimated cost up to £5,000	2.00%	2.00%	2.00%
		Estimated cost exceeding £5,000 and up to £25,000	2.00%	2.00%	2.00%
		Estimated cost exceeding £25,000 and up to £50,000	2.00%	2.00%	2.00%
		Estimated cost exceeding 50,000 and up to £100,000	2.00%	2.00%	2.00%
	Estimated cost exceeding £100,000 and up to £150,000	2.00%	2.00%	2.00%	

Pre Application Advice

Figures shown are **Inclusive** of VAT at the current rate
Please note VAT is not applicable to a Regularisation

It is proposed that the 2024/25 charges are as shown below:

Development Type	Full Advice (720200) £
Residential Developments	
Number of units	
100 or more	3,500.00
30 to 99	2,500.00
10 to 30	1,800.00
1 to 9 per unit	100.00
Non-residential Developments	
Development size or type	
10,000 sqm or 2ha+	3,200.00
1,000-9,999 or 1 to 2 ha	2,250.00
>500 - 1,000 or 1ha	750.00
<500	250.00
Retail >1,000	3,200.00
No floor space created	100.00
Change of use	100.00
Minerals and waste developments	
Development size or type	
15ha+ or 50,000 T+	4,000.00
1 ha or 49000 T	3,000.00
Minor minerals works	300.00
Agricultural developments	
Development type	
General	50.00
Intensive livestock	1,500.00
Other developments	
Development type	
Householder developments	50
Adverts	50.00
Listed Building consents	50.00
Telecoms	200.00
Other services	
Development type	
Compliance with conditions/s106	200.00
Planning performance agreement	10% planning fee
Design Review Service	
Major developments	400.00
Strategic developments	800.00
Biodiversity Net Gain Agreements	
assess habitat management monitoring reports over the 30-year lifetime of the legal agreement*	1,439.00
S106 Monitoring	
per standard trigger	350.00
per HRA trigger	200.00
per Affordable Discount Sale Monitoring (per unit)	300.00
per Obligation review submission (eg Affordable Housing Statement, Bio Diversity Management Plan etc)	300.00

* BNG figure based on standard metric. Further fees may apply for larger schemes

Housing Solutions
Proposed Fees & Charges 2024/25

Product Group	Product Description	2024/25 Method of Charging	2023/24 Charge (£) (inc VAT)	2024/25 Charge (£) (inc VAT)	Actual Increase (£)	Actual %'age Increase	VAT Code	
Selective Licensing								
	Licence fee (not accredited and single property)	Per Property	500.00	555.00	55.00	11.00%	OS	To be char
	Licence fee (not accredited and multiple properties)	Per Property	465.00	520.00	55.00	11.83%	OS	To be char
	Licence fee (accredited and single property)	Per Property	445.00	Remove	n/a	n/a	OS	
	Licence fee (accredited - existing licence holders with new portfolio)	Per Property	410.00	410.00	0.00	0.00%	OS	To be char
Gypsy Roma Traveller Pitch Fees								
	Double Pitches							
	Pitch Fee	Per Double Pitch	71.71	76.51	4.80	6.69%	E	
	Water	Per Double Pitch	Metered	Metered	0.00	0.00%	Z	
	Single Pitches (St Phillips)							
	Pitch Fee	Per Single Pitch	67.54	72.07	4.53	6.71%	E	
	Water	Per Single Pitch	Metered	Metered	0.00	0.00%	Z	
	Other Single Pitches (6 at St Phillips)							
	Pitch Fee (Includes Water pre 01-04-2017)	Per Single Pitch	30.43	30.43	0.00	0.00%	E	
	Water Charge (From 01-04-2017)	Per Single Pitch	Metered	Metered	0.00	0.00%	Z	
Other Housing Solutions Charges								
	Empty Homes Loans Arrangement Fees	Per Loan	250.00	250.00	0.00	0.00%	Z	
	Processing Eco Flex applications Route 1	Per Application	25.00	100.00	75.00	300.00%	Z	
	Processing Eco Flex applications Route 2, 3 and 4	Per application	n/a	50.00	0.00%	n/a	Z	
	Project Management Service (Adaptations)	15% Per Application Capped at £2,000	15%	15%	0.00%	0.00%	Z	
	Housing Act 2004 Part 1 Notices		310.00	325.00	15.00	4.84%	OS	
	Works in Default Administration Charges							
	A <£100		105.00	110.00	5.00	5.00%	OS	
	B £101 to £999		178.00	187.00	9.00	5.00%	OS	
	C £1,000 to £4,999		262.00	275.00	13.00	5.00%	OS	
	D £5,000 to £19,999		1,050.00	1,100.00	50.00	5.00%	OS	
	E >£20,000		2,100.00	2,200.00	100.00	5.00%	OS	