
ROYAL GREENWICH BUILDING CONTROL CHARGES

April 2024



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YOU ARE REMINDED THAT PERMISSION MAY BE REQUIRED UNDER THE TOWN & COUNTRY PLANNING ACTS

Building Act 1984 | Building Regulations 2010 [as amended] Building (Local Authority Charges) Regulations 2010 London Building Acts (Amendment) Act 1939

This charging scheme has been produced in accordance with the provisions of the Building (Local Authority Charges) Regulations 2010.

The charges have been calculated on the basis that the building work does not consist of, or include, innovative or high-risk construction techniques and/or the duration of the work does not exceed 12 months. They 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 work. If this is not the case, supplementary charges may be applied, either because of additional inspections necessary to ascertain compliance and/or additional resources necessary to check the deposited plans and supporting documents.

Charges have been calculated on a risk-based assessment, determined by making use of the LABC risk assessment principles in LABC Service Plan models. An emphasis has been placed on risk assessing the various types of standard project and this is reflected in the level of each charge.

The Royal Greenwich building control team should be advised when a building is constructed, extended, converted, or altered. This is generally done by either submitting a Full Plans [FPL] application or a Building Notice [BN].

Full Plans Applications [FPL]

Building control will examine Full Plans applications and advise of any amendments necessary to meet the requirements of the building regulations. The application has a two-stage charge [inc. VAT at the appropriate rate]. Initially, a Plan Charge is paid. This charge covers examining the deposited drawings and supporting documents and issuing advice and a decision notice. A separate Inspection Charge is paid to cover inspecting the work to which the plans relate. Payment of the Plan Charge is required to validate the application. Both charges can be paid at application stage if preferred.

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Where plans have been rejected, no further charge is payable on resubmission of revised plans for substantially the same work if this is done within three months of the date of rejection. Also, a discount may be available for repeat applications. Contact building control for details.

In the circumstances listed below, a Full Plans application is required. In these instances, a Building Notice will be rejected.

1. The Regulatory Reform (Fire Safety) Order 2005 applies to the building or will apply after the completion of the work.
2. A building is being erected fronting onto a private street.
3. Work to which paragraph H4 of schedule 1 to the Building Regulations 2010 [amended] imposes a requirement.

Building Notice [BN]

Depositing a Building Notice, with a notice of commencement, informs building control that work will be starting at some time after two days have elapsed from the date of the notice. A Building Notice has a single charge [inc. VAT at the appropriate rate] which is payable when the notice is given to the local authority. A Building Notice is not valid until the charge is paid. Depending on the type of work, in some cases the charge for a Building Notice may be different to that for a Full Plans application for the same work. This is because inspecting work under a Building Notice can require additional site inspections and more time on site for each inspection.

In both cases, inspectors will visit the site at certain stages during the work to ensure compliance with the relevant regulations.

Regularisation [RA]

Regularisation is a statutory process for assessing compliance of unauthorised building work commenced on, or after, 11 November 1985. The application has a single charge [VAT exempt] which must be paid at the time of the application. The charge will cover the cost of assessing the application and any necessary supporting documentation and all necessary site inspections. The charge is generally set at the corresponding Building Notice rate plus 50%, although sometimes a Determined Charge must be calculated.

Payment of Charges

Applications and notices are subject to building control charges. Once we have received and validated your application or notice, we will establish the appropriate charge and issue an invoice to you by email. The invoice will include a link for online payment. We do not accept cash payments or cheques. Do not attempt to pay the charge until you have received our invoice.

Do not start notifiable building work until the notice/application has been validated and the invoice paid. Building work started before receiving building control approval is deemed unauthorised building work and may be subject to enforcement action.

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Notes

1. The categories referred to in this charging scheme reflect the most common types of work.
2. Where more than one category of work is proposed, more than one charge may be payable. If multiple extensions and/or alterations are being carried out at the same time, and are included on the same notice or application, the standard charges may be reduced. Generally, the most expensive category will be charged at full-cost and the 2nd at half-cost, email building control for advice.
3. Where schemes do not conform to the standard descriptions, or schemes include multiple areas and/or work categories which are being done at different times, each area or category of work may be charged individually. These are referred to as Determined Charges. The building control team should be contacted to discuss Determined Charges.
4. Estimates relating to Determined Charges are valid for six months.
5. The standard charges assume that relevant electrical work will be carried out by a qualified Part P registered electrician who is a member of an approved Part P competent person self-certification scheme and can sign the applicable BS7671 electrical certificate.
6. Where building control is obliged to engage and incur the costs of consultants to provide specialist advice [eg. CFD analysis, specialist engineers, energy consultants, etc.] those costs may form part of a Determined Charge.
7. All charges are subject to review during the project and at completion. Where activity results in greater or lesser work/site visits than estimated, an additional charge [or a refund] will be calculated at the aggregated hourly rate current at that time and the charge may be varied accordingly.
8. Applications made without payment of the associated charge are not valid. Inspection charges relating to Full Plans applications should be paid before commencement of sitework.
9. No further charge is payable for resubmitted plans relating to a rejected Full Plans application where the work detailed in the resubmission is substantially the same as the original application and the plans are submitted within three months of the date of rejection.
10. Where an application [other than for Regularisation] is withdrawn and a refund is requested, an amount will be retained to cover the cost of our time already spent dealing with the application. The retained amount will be at least one hour charged at the current aggregated departmental hourly rate plus VAT.
11. Refunds will not be given for withdrawn applications for Regularisation.

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12. Payments [except as specified in Regulation 11 of The Building (Local Authority Charges) Regulations 2010] are not refundable.
13. The appropriate level of VAT will be applied to relevant charges at the current rate.
14. Areas for the purpose of calculating charges will be based on the internal floor area of the work area [including internal partitions]. Where an extension to a building includes opening up an existing elevation to form an open-plan layout, half the floor area of the room[s] adjacent to the extension will be included in the floor area calculation.
15. The internal floor areas of several extensions [or work areas] to a single property may be added together to give a total floor area, provided the work will be carried out as one project and completed at the same time.
16. Certain works associated with the needs of a disabled person, and carried out in their existing permanent residential dwelling, may be exempt from building control charges. 'Disabled person' means a person who is within any of the descriptions of persons to whom Section 29 (as extended) of the National Assistance Act 1948(a) applies. Proof of disability will need to be provided in all cases.

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STANDARD CHARGES			Building Notice			Full Plans Application						Regularisation
No.	Ref.	Work	Exc. VAT	VAT	Total Inc. VAT	Plan Charge [40% FPL]			Inspection Charge [60% FPL]			[150% BN]
						Exc. VAT	VAT	Total Inc. VAT	Exc. VAT	VAT	Total Inc. VAT	Total
01	3AA	Extension - Domestic Single Storey ne 10m ²	1,015.78	203.16	1,218.94	406.31	81.26	487.58	609.47	121.89	731.36	1,523.68
02	3AA	Extension - Domestic 10-60m ²	1,197.17	239.43	1,436.61	478.87	95.77	574.64	718.30	143.66	861.97	1,795.76
03	3AG	Internal Alterations - Domestic	653.00	130.60	783.60	261.20	52.24	313.44	391.80	78.36	470.16	918.00
04	3AG	Internal Alterations inc. Drainage Work	834.39	166.88	1,001.27	333.76	66.75	400.51	500.64	100.13	600.76	1,173.00
05	3AK	Underpinning Mass Concrete	1,197.17	239.43	1,436.61	478.87	95.77	574.64	718.30	143.66	861.97	1,683.00
06	3AL	Loft Conversion - Domestic ne 60m ²	1,015.78	203.16	1,218.94	406.31	81.26	487.58	609.47	121.89	731.36	1,428.00
07	3AD	Through Room - Domestic	653.00	130.60	783.60	261.20	52.24	313.44	391.80	78.36	470.16	918.00
08	3AE	Chimney Breast Removal	471.61	94.32	565.94	188.65	37.73	226.37	282.97	56.59	339.56	663.00
09	3AO	Outbuilding -	1,015.78	203.16	1,218.94	406.31	81.26	487.58	609.47	121.89	731.36	1,428.00

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No.	Ref.	Work	Exc. VAT	VAT	Total Inc. VAT	Plan Charge [40% FPL]			Inspection Charge [60% FPL]			[150% BN]
						Exc. VAT	VAT	Total Inc. VAT	Exc. VAT	VAT	Total Inc. VAT	Total
		Domestic ne 50m ²										
10	3AP	Replacement Door[s]/ Window[s] - Domestic	471.61	94.32	565.94	188.65	37.73	226.37	282.97	56.59	339.56	663.00
11	3AI	New Door/ Window Opening[s] - Domestic	471.61	94.32	565.94	188.65	37.73	226.37	282.97	56.59	339.56	663.00
12	3AJ	Re-Roof - Domestic	471.61	94.32	565.94	188.65	37.73	226.37	282.97	56.59	339.56	663.00
13	3AN	Conversion of Garage to Habitable Room	834.39	166.88	1,001.27	333.76	66.75	400.51	500.64	100.13	600.76	1,173.00
14	3AM	Conversion to Flats ne 5no. Units	1,487.40	297.48	1,784.88	594.96	118.99	713.95	892.44	178.49	1,070.93	2,091.00
15	3EA	Extension ne 100m ² - Commercial	1,487.40	297.48	1,784.88	594.96	118.99	713.95	892.44	178.49	1,070.93	2,091.00
16	3EC	Internal Alterations - Shop /	1,015.78	203.16	1,218.94	406.31	81.26	487.58	609.47	121.89	731.36	1,428.00

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No.	Ref.	Work	Exc. VAT	VAT	Total Inc. VAT	Plan Charge [40% FPL]			Inspection Charge [60% FPL]			[150% BN]
						Exc. VAT	VAT	Total Inc. VAT	Exc. VAT	VAT	Total Inc. VAT	Total
		Commercial ne 60m ²										
17	^{3EJ}	New Building - Shop / Commercial ne 60m ²	1,559.95	311.99	1,871.94	623.98	124.80	748.78	935.97	187.19	1,123.17	2,193.00

If the proposed building work is not listed in the standard charging scheme, it will need to be individually determined. Please email building.control@royalgreenwich.gov.uk with 'Request for Determined Charge' in the email subject and provide a description of the intended work. We will then contact you to discuss the proposal.

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Temporary Structures

Section 30 London Building Acts (Amendment) Act 1939

Consent is required for the erection and/or retention of special or temporary buildings or structures. The council will consider proposals and determine applications, often after consultation with the Fire Authority. Any consent that is issued may contain conditions requiring action or compliance.

The Section 30 Charge is £294.49 [VAT exempt], payable on submission of the S30 Notice.

This charge is limited to dealing with Section 30 applications. It is separate to any charges made in relation to other associated building regulations matters.

VAT IS NOT PAYABLE ON STATUTORY WORK UNDER THE LONDON BUILDING ACTS

Demolition

Sections 80 & 81 Building Act 1984

A person intending to carry out demolition work shall give notice and the local authority and shall carry out certain steps in response.

Section 10(3) of the London Local Authorities Act 2004 provides for the recovery of reasonably incurred expenses from a person on whom a notice is served under Section 81 of the 1984 Act.

The charge for this service is £368.12 [VAT exempt], payable on submission of the notice.

This charge is limited to dealing with Section 80 and Section 81 Notices. It is separate to any charges made in relation to other associated building regulations matters.

VAT IS NOT PAYABLE ON STATUTORY WORK UNDER THE LONDON BUILDING ACTS

Other Charges

No.	Item	Charge [Exc. VAT]	VAT	Total Inc. VAT
01	Aggregated departmental hourly rate.	109.00	21.80	130.80
02	Advice/research hourly rate. [Pre & post application. First hour no charge]	109.00	21.80	130.80
03	Reactivating a dormant casefile.	109.00	VAT Exempt	109.00
04	Processing a monetary refund.	92.83	VAT Exempt	92.83
05	Re-issuing a document from digital archives. [except a completion certificate]	54.50	VAT Exempt	54.50
06	Re-issuing a duplicate completion certificate. [PDF format]	54.50	VAT Exempt	54.50

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07	Dealing with a solicitor document request.	54.50	VAT Exempt	54.50
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Searching The Building Control Archive

Building control records are retained for 15 years and should contain the following minimum information.

- Approved/accepted proposals and design principles.
- Records of any works carried out by professional consultants on behalf of the building control service.
- Records of consultations.
- Records of site inspections.
- Client design and contractor details.
- Certificates and notices including completion certificates.

To carry out a search of these records, we require signed written consent from either the owner of the property in question or a firm of solicitors made on company headed paper. Non-refundable charges apply to this service.

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