# Hyndburn Borough Council

## Building Regulation Charges with Effect from 01 April 2026 (VAT Rate 20%)

### The Building (Local Authority Charges) Regulations 2010

LABC
Delivering building control through local authorities

# Fee Tables & Guidance Notes

| TABLE A - STANDARD CHARGES FOR NEW HOUSING | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| No. of Dwellings | Full Plans Net Fee | VAT | Total | Inspection Fee | VAT | Total | Building Notice Fee | VAT | Total |
| 1 | 255.83 | 51.17 | **307.00** | 586.67 | 117.33 | **704.00** | 1080.00 | 216.00 | **1296.00** |
| 2 | 357.50 | 71.50 | **429.00** | 821.67 | 164.33 | **986.00** | 1395.00 | 279.00 | **1674.00** |
| 3 | 424.17 | 84.83 | **509.00** | 1073.33 | 214.67 | **1288.00** | 1710.00 | 342.00 | **2052.00** |
| 4 | 525.83 | 105.17 | **631.00** | 1248.33 | 249.67 | **1498.00** | 2025.00 | 405.00 | **2430.00** |
| 5 | 632.50 | 126.50 | **759.00** | 1416.67 | 283.33 | **1700.00** | 2340.00 | 468.00 | **2808.00** |

Notes: For more than 5 dwellings or if the floor area of a dwelling exceeds 300m² the fee is individually determined.
All of the above fees are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge may apply.

| TABLE B - STANDARD CHARGES FOR CERTAIN SMALL BUILDINGS, EXTENSIONS AND ALTERATIONS TO DWELLINGS | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| Proposal | Full Plans Net Fee | VAT | Total | Inspection Fee | VAT | Total | Building Notice Fee | VAT | Total |
| **CATEGORY 1 - Extensions to dwellings** | | | | | | | | | |
| **Internal floor area not exceeding 6m²** | 383.33 | 76.67 | **460.00** | Inc | Inc | **Inc** | 457.50 | 91.50 | **549.00** |
| **Internal floor area over 6m² but not exceeding 40m²** | 204.17 | 40.83 | **245.00** | 358.33 | 71.67 | **430.00** | 664.17 | 132.83 | **797.00** |
| **Internal floor area over 40m² but not exceeding 60m²** | 204.17 | 40.83 | **245.00** | 517.50 | 103.50 | **621.00** | 837.50 | 167.50 | **1005.00** |
| **Internal floor area over 60m² but not exceeding 80m²** | 204.17 | 40.83 | **245.00** | 679.17 | 135.83 | **815.00** | 1083.33 | 216.67 | **1300.00** |
| **CATEGORY 2 - Garages and Carports:** Erection or extension of a detached or attached building or an extension to a dwelling | | | | | | | | | |
| **Which consists of a garage, carport or both, having a floor area not exceeding 40m² in total and is intended to be used in common with an existing building** | 305.83 | 61.17 | **367.00** | Inc | Inc | **Inc** | 366.67 | 73.33 | **440.00** |
| **Where the garage extension exceeds a floor area of 40m² but does not exceed 60m²** | 418.33 | 83.67 | **502.00** | Inc | Inc | **Inc** | 490.00 | 98.00 | **588.00** |
| **Conversion of an attached garage into a habitable room** | 305.83 | 61.17 | **367.00** | Inc | Inc | **Inc** | 366.67 | 73.33 | **440.00** |
| **CATEGORY 3 - Loft Conversions and Dormers** Formation of a room in a roof space, including means of access thereto. Fees for lofts greater than 40m² are to be based on cost of work | | | | | | | | | |
| **Without a dormer and not exceeding 40m² in floor area*** | 404.17 | 80.83 | **485.00** | Inc | Inc | **Inc** | 490.00 | 98.00 | **588.00** |
| **With a dormer and not exceeding 40m² in floor area*** | 204.17 | 40.83 | **245.00** | 327.50 | 65.50 | **393.00** | 635.00 | 127.00 | **762.00** |

Notes: *Floor area is the area measured at a height of 2M above floor level.
All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge may apply.

| TABLE C - STANDARD CHARGES FOR DOMESTIC ALTERATIONS | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| **Proposal** | **Full Plans Net Fee** | **VAT** | **Total** | **Inspection Fee** | **VAT** | **Total** | **Building Notice Net Fee** | **VAT** | **Total** |
| **1. Installation of replacement windows & doors in a dwelling* (not exceeding 20)** | 108.33 | 21.67 | **130.00** | Inc | Inc | **Inc** | 108.33 | 21.67 | **130.00** |
| **2. Controlled electrical work* to a single dwelling (not carried out in conjunction with work being undertaken that falls within Table B)** | 491.67 | 98.33 | **590.00** | Inc | Inc | **Inc** | 491.67 | 98.33 | **590.00** |
| **3. Renovation of a thermal element i.e. work involving recovering of a roof or renovation of an external wall** | 125.00 | 25.00 | **150.00** | Inc | Inc | **Inc** | 125.00 | 25.00 | **150.00** |
| **4. Formation of en-suite, bathroom or cloakroom facility** | 266.67 | 53.33 | **320.00** | Inc | Inc | **Inc** | 266.67 | 53.33 | **320.00** |
| **5. Complete / partial removal of chimney breast(s)** | 266.67 | 53.33 | **320.00** | Inc | Inc | **Inc** | 266.67 | 53.33 | **320.00** |
| **6. Removal of wall & insertion of one or two steel beams up to 4m span** | 266.67 | 53.33 | **320.00** | Inc | Inc | **Inc** | 266.67 | 53.33 | **320.00** |
| **7. Conversion of existing conservatory roof to a solid roof construction** | 212.50 | 42.50 | **255.00** | Inc | Inc | **Inc** | 212.50 | 42.50 | **255.00** |
| **8. Installation of a sewage / water treatment plant** | 295.83 | 59.17 | **355.00** | Inc | Inc | **Inc** | 295.83 | 59.17 | **355.00** |
| **9. Forming two existing dwellings into one single dwelling** | **Fee individually determined based on estimated cost of works (Table E)** | | | | | | | | |

Notes: *If not carried out under a Competent Person Scheme

All other works see Table E

| TABLE D - NON-DOMESTIC WORK: EXTENSIONS, NEW BUILDS & REPLACEMENT WINDOWS/DOORS (Full Plans Application) | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Proposal** | **Full Plans Net Fee** | **VAT** | **Total** | **Inspection Fee** | **VAT** | **Total** |
| **1** | **Internal floor area not exceeding 6 m²** | 383.33 | 76.67 | **460.00** | Inc | Inc | **Inc** |
| **2** | **Internal floor area over 6m² but not exceeding 40m²** | 204.17 | 40.83 | **245.00** | 358.33 | 71.67 | **430.00** |
| **3** | **Internal floor area over 40m² but not exceeding 80m²** | 204.17 | 40.83 | **245.00** | 537.50 | 107.50 | **645.00** |
| **4** | **Replacement windows – not exceeding 10** | 125.00 | 25.00 | **150.00** | Inc | Inc | **Inc** |
| | **Replacement windows – not exceeding 20** | 245.83 | 49.17 | **295.00** | | | |

| TABLE E - STANDARD CHARGES FOR ALL OTHER WORK NOT IN TABLES A, B, C & D (excludes individually determined charges) | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Estimated Cost £** | | **Full Plans Net Fee** | **VAT** | **Total** | **Inspection Fee** | **VAT** | **Total** | **Building Notice Net Fee** | **VAT** | **Total** |
| **From** | **To** | | | | | | | | | |
| **0** | **1,000** | 162.50 | 32.50 | **195.00** | Inc | Inc | **Inc** | 204.17 | 40.83 | **245.00** |
| **1,001** | **2,000** | 258.33 | 51.67 | **310.00** | Inc | Inc | **Inc** | 295.83 | 59.17 | **355.00** |
| **2,001** | **5,000** | 283.33 | 56.67 | **340.00** | Inc | Inc | **Inc** | 350.00 | 70.00 | **420.00** |
| **5,001** | **7,000** | 316.67 | 63.33 | **380.00** | Inc | Inc | **Inc** | 379.17 | 75.83 | **455.00** |
| **7,001** | **10,000** | 354.17 | 70.83 | **425.00** | Inc | Inc | **Inc** | 429.17 | 85.83 | **515.00** |
| **10,001** | **20,000** | 170.83 | 34.17 | **205.00** | 258.33 | 51.67 | **310.00** | 508.33 | 101.67 | **610.00** |
| **20,001** | **30,000** | 204.17 | 40.83 | **245.00** | 375.00 | 75.00 | **450.00** | 658.33 | 131.67 | **790.00** |
| **30,001** | **40,000** | 225.00 | 45.00 | **270.00** | 500.00 | 100.00 | **600.00** | 783.33 | 156.67 | **940.00** |
| **40,001** | **50,000** | 258.33 | 51.67 | **310.00** | 570.83 | 114.17 | **685.00** | 916.67 | 183.33 | **1100.00** |
| **50,001** | **75,000** | 304.17 | 60.83 | **365.00** | 708.33 | 141.67 | **850.00** | 1141.67 | 228.33 | **1370.00** |
| **75,001** | **100,000** | 354.17 | 70.83 | **425.00** | 900.00 | 180.00 | **1080.00** | 1450.00 | 290.00 | **1740.00** |
| **100,000 + Individually determined charge** | | | | | | | | | | |

Notes: In respect of domestic work, the above fees are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional fee may apply.

| TABLE F – OTHER CHARGES | | | | |
|---|---|---|---|---|
| | | Net Fee | VAT | Total |
| 1 | **Copy of Approval Notice, Completion Letter or Completion Certificate** | 29.17 | 5.83 | **35.00** |
| 2 | **Re-opening of archived applications that have been dormant for 3 years or more** | 66.67 | 13.33 | **80.00** |
| 3 | **Building Regulation Confirmation letter (e.g. letter of exemption)** | 66.67 | 13.33 | **80.00** |
| 4 | **Pre-App: Includes one site visit and the fee paid is non-refundable but is deductible from your total application cost should an application be submitted within 6 months of your pre-application submission (Domestic and Commercial)** | 66.67 | 13.33 | **80.00** |
| 5 | **Withdrawal of an application** | 66.67 | 13.33 | **80.00** |
| 6 | **Single hourly rate for providing support to the Building Safety Regulator** | | | **80.30** |

# Guidance Notes

Before you build, extend or convert, the Local Authority must be notified, either by submitting a Full Plans application or Building Notice.

## Full Plans (Subject to VAT)

Should you submit a Full Plans application you will need to pay the full plans fee at the time of submission to cover the passing or rejection of the plans. In most cases, an inspection fee is applicable, and this will be invoiced to the applicant following the first inspection.

## Building Notices (Subject to VAT)

Should you submit a Building Notice application the full fee must be paid at the time of submission and covers all necessary checks and site visits.

## Regularisation Certificates (Not Subject to VAT)

Relating to unauthorised works. Charges are individually assessed, and the full fee is payable on submission. The minimum charge for a regularisation application is **150%** of a building notice fee for the same works and no multiple works discounts will be applied.

## Reversions (Not Subject to VAT)

Reversion charges are individually determined. Please ring Building Control for further information.

## Pre-Apps (Subject to VAT)

If you require a site visit before a formal application is submitted, you can submit a pre-app form along with the relevant fee. The fee is non-refundable but is deductible from your total application cost should an application be submitted within 6 months of your pre-application submission.

## Exemptions / Reductions in charges

Where plans have either been approved or rejected, no further charge is payable on resubmission for substantially the same work.

Works to provide access and/or facilities for disabled people to existing dwellings and buildings to which the public have access are exempt from charges. In these regulations '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 applied, as that section was extended by virtue of section 8 (2) of the Mental Health Act 1959, but not taking into account amendments made to amendments made to section 29 (1) by paragraph 11 of schedule 13 to the Children Act 1989.

## Multiple Works

When a project is to undertake multiple works a **25%** discount will be applied to the lesser fee section of the project. The primary fee will be charged in line with the scale of fees with no discount off this price. Please contact our office for more information.

## The Party Wall Etc. Act 1996

If you intend to carry out building work which involves the following:

- Work on an existing wall shared with another property.
- Building on the boundary with a neighbouring property.
- Excavating near a neighbouring building.

The Party Wall Act may apply, and you should notify all affected neighbours. Further information on Party Wall matters is available from the Department of Communications & Local Government website: www.gov.uk/guidance/party-wall-etc-act-1996-guidance

## Help & Advice

For further advice and information please contact:

Hyndburn Borough Council, Building Control, Scaitcliffe House, Ormerod Street, Accrington, BB5 0PF

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E-mail: buildingcontrol@hyndburnbc.gov.uk
Website: www.hyndburnbc.gov.uk