



Cambridge City Building Control

Building Regulations Non-Domestic Charges Guidance Notes

This guidance note provides standard charges for building work and alterations to non-domestic and commercial buildings

Effective from 1st October 2010

The Building Regulations Charges are divided into Plan and Inspection charges, Building Notice charges and Regularisation charges. The charges differ for each type of work. These charges are based on the scheme approved by the Council in accordance with The Building Act 1984 and The Building (Local Authority Charges) Regulations 2010.

Full Plans

Applications must be accompanied by the appropriate plan Charge. The Inspection Charge covers all inspections from commencement to completion and will be invoiced after the first inspection.

Regularisations

Application must be accompanied by the appropriate Regularisation Charge (which is non-refundable). VAT is not applicable on Regularisation Charge.

Exemption

In certain circumstances, where work is carried out to existing public buildings and is solely for the benefit of people with disabilities, a charge may not be required. Please contact us for advice if you feel your work falls within this category.

Reductions

In certain cases a reduction in charges may be possible for repetitive work, please contact us for information. A reduction can also be given if chargeable advice has been given by us that is likely to result in less time being taken to deal with your application.

Floor area

Measured by reference to the finished internal faces of the walls or, where there is no enclosing wall, to the outer most edge of the floor.

The Estimated Cost of Work is what we regard as a reasonable amount to be charged by a construction company or building professional to carry out such work. This does not include VAT or professional fees. The estimated cost of work should be provided with your application. If not, or if we consider that the estimate is unreasonable, we will not be able to process your application. Any reduced cost for DIY work is not acceptable for estimated cost purposes.

Cheques

Made payable to Cambridge City Council.

Debit Card Payments

Can be made by calling 01223 457200. You will need to quote your building regulation reference number OR your application site address when making a debit or credit card payment.

Help

If you have any difficulty or would like us to calculate the charge for your project Telephone – 01223 457118 or 457122

E-mail – buildingcontrol@cambridge.gov.uk

Cambridge City Council values your custom and will endeavour to provide you with a service that meets your needs.

We are committed to providing a customer orientated service, which works in partnership with you to promote a better built environment to ensure the health, safety and welfare of people using buildings in Cambridge City

For more information about our service,
visit our website at www.cambridge.gov.uk

The charges for Building Regulation work are intended to cover the cost of the service provided. Cambridge City Building Control is an independent and not for profit service. There are two methods that the authority may use to establish the charge for building control work:

- The establishment of a standard charge, or
- An individually determined charge

The following table provides Standard Charges for building works and alterations to non-domestic buildings, where the estimated cost does not exceed £100,000.

These 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 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. If they are not the project may incur supplementary building control charges.

Alterations to non-domestic and commercial buildings

Description	Plan Charge +VAT	Inspection Charge +VAT	Regularisation Charge (NO VAT)
Renovation of a thermal element or installation of a Renewable Energy systems with an estimate up to £50,000	£140.00	£0.00	£182.00
Replacement of windows, roof lights, roof windows or external glazed doors (where the estimated cost is less than £20,000)	£110.00	£0.00	£143.00
Replacement of windows, roof lights, roof windows or external glazed doors (where the estimated cost exceeds £20,000 but does not exceed £100,000)	£225.00	£0.00	£293.00
Cost of work up to £5,000	£195.00	£0.00	£254.00
Cost of work exceeding £5,000 & not exceeding £10,000	£140.00	£135.00	£358.00
Cost of work exceeding £10,000 & not exceeding £20,000	£140.00	£235.00	£488.00
Cost of work exceeding £20,000 & not exceeding £50,000	£140.00	£350.00	£637.00
Cost of work exceeding £50,000 & not exceeding £75,000	£225.00	£450.00	£878.00
Cost of work exceeding £75,000 & not exceeding £100,000	£225.00	£615.00	£1092.00

Where there is a Proposed Change of Use of a building an individually determined charge will apply.

Where Standard Charges are not applicable please contact Building Control on 01223 457118/457122 or e-mail: buildingcontrol@cambridge.gov.uk

Major projects will require an individually determined fee.

For Fee Quotations and Level of Service documents please e-mail Building Control at buildingcontrol@cambridge.gov.uk preferably with 'Request for building regulation charge' in the title of the e-mail and provide a description of the intended work. We will contact you within 24 hours of receipt. Alternatively please contact us direct on (01223) 457111 or 457117.

Cambridge City Building Control is committed to providing the best possible value for money service to our customers at all times. We are an award winning Building Control provider and operate a Quality Management System assured to ISO 9001:2000.

We offer:

- An independent, high quality service
- Preliminary advice and guidance on building regulation requirements
- A competitive scheme of charges
- Professionally qualified staff with experience of major projects, including design and build
- Same day inspection service from our local offices, tailored to suit your needs
- Local knowledge and experience with access to detailed records of previous developments
- Partnering opportunities through the nationally recognized Partner Authority Scheme
- Building Excellence Awards to recognize partnership working and excellence in construction
- Various warranty schemes and latent defects insurance via Local Authority Building Control (LABC)

Cambridge City Council can provide translations of council documents for you. To request our interpreting or translation services, email enquiries@cambridge.gov.uk, telephone 01223 457000, or visit the Customer Service Centre.

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