



Reversion Application Form

The Council reserves the right to modify the way in which the address to which the application relates is recorded, to match those within the Local Land and Property Gazetteer. The address used on your acknowledgement will indicate whether this has been done. It in no way affects the way in which your application is processed.

Note: If this form is not fully completed, the application may be returned

The Building Act 1984
The Building Regulations 1994 (as amended)

This form should be completed by the owner or agent, PLEASE TYPE OR USE CAPITALS
If the form is unfamiliar, please read the notes on the back. (Please complete both names in full)

1 APPLICANTS DETAILS (See Note 1) 2 AGENTS DETAILS (if applicable)
First Name
Surname
Address
Postcode
Email:
Tel.
Please print your email clearly

3 ADDRESS OF BUILDING TO WHICH WORK RELATES

4 DESCRIPTION OF WORK CARRIED OUT

5 DATE WORK WAS CARRIED OUT (if not known give approximate date)

6 WHAT WAS THE PREVIOUS USE?
WHAT IS THE PRESENT USE?

7 CHARGE - TOTAL ESTIMATED COST Floor Area CHARGE ENCLOSED

8. SERVICES
MEANS OF WATER SUPPLY
FOUL WATER DRAINAGE SURFACE WATER DRAINAGE

**9 STATEMENT**

This notice is given in relation to the building work as described, is submitted in accordance with Regulation 13(a) and is accompanied by the appropriate charge.  
 The use of the completed buildings IS/IS NOT a use controlled under The Regulatory Reform (Fire Safety) Order 2005. *(delete as appropriate)*

**Signature****Date**

- a) From time to time LABC, the national building control body may wish to contact you regarding other Building control related services they feel may be of interest to you. Please indicate if you would like to receive this information.

Yes  No

You can opt out of this agreement at any time by emailing [building\\_consultancy@sandwell.gov.uk](mailto:building_consultancy@sandwell.gov.uk) with STOP LABC in the subject line and your contact details will be removed from the register.

**This application form is part of the statutory Building Regulation process and will be retained for 15 years in line with the National Building Control Performance Standards**

**For further information in relation to how we will use your personal information for this purpose please see the Council's relevant privacy notice at <http://www.sandwell.gov.uk/privacy>**

<b>For Office Use Only</b>	
Date fee received:	
Fee Received:	£
Receipt No:	
Payee Details:	

**Sandwell Building Consultancy**  
 P.O. Box 2374, Council House,  
 Freeth Street, Oldbury,  
 West Midlands. B69 3DE  
 Tel: 0121 569 4054/5  
 Email: [building\\_consultancy@sandwell.gov.uk](mailto:building_consultancy@sandwell.gov.uk)  
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**SANDWELL BUILDING CONSULTANCY**



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**SCHEME FOR THE RECOVERY OF BUILDING REGULATION CHARGES  
AND ASSOCIATED MATTERS**

**FOR**

**SANDWELL METROPOLITAN BOROUGH COUNCIL**

**To be read in conjunction with The Building (Local Authority Charges)  
Regulations 2010.**

**Date this scheme came into effect: 1<sup>st</sup> October 2010.**

# **SCHEME FOR THE RECOVERY OF BUILDING REGULATION CHARGES**

## **Definitions**

The following definitions apply to this charging scheme and should be read in conjunction with the other clauses and tables which constitute the charging scheme:

### **“Building”**

Means any permanent or temporary building but not any other kind of structure or erection, and a reference to a building includes a reference to part of a building.

### **“Building Notice”**

Means a notice given in accordance with regulation 12(2)(A)(a) and 13 of the Building Regulations 2000 (as amended).

### **“building work” means:**

- (a) the erection or extension of a building;
- (b) the provision or extension of a controlled service or fitting in or in connection with a building;
- (c) the material alteration of a building, or a controlled service or fitting;
- (d) work required by building regulation 6 (requirements relating to material change of use);
- (e) the insertion of insulating material into the cavity wall of a building;
- (f) work involving the underpinning of a building;
- (g) work required by Building Regulation 4A (requirements relating to thermal elements);
- (h) work required by Building Regulation 4B (requirements relating to a change of energy status);
- (i) work required by Building Regulation 17D (consequential improvements to energy performance);

### **“chargeable function” means a function relating to the following:**

- (a) the passing or rejection of plans of proposed building work which has been deposited with the council in accordance with section 16 of the Building Act 1984 (as amended).
- (b) The inspection of building work for which plans have been deposited with the council in accordance with the Building Regulations 2000 (as amended) and with section 16 of the Building Act 1984 (as amended).

- (c) The consideration of a Building Notice which has been given to the council in accordance with the Building Regulations 2000 (as amended).
- (d) The consideration of building work reverting to the council under the Building (Approved Inspectors etc.) Regulations 2000 (as amended).
- (e) The consideration of a regularisation application submitted to the council under Regulation 21 of the Building Regulations 2000 (as amended).

“**cost**” does not include any professional fees paid to an architect, quantity surveyor or any other person.

“**dwelling**” includes a dwelling-house and a flat.

“**dwelling-house**” does not include a flat or a building containing a flat.

“**flat**” means a separate and self contained premises constructed or adapted for use for residential purposes and forming part of a building from some other part of which it is divided horizontally.

“**floor area of a building or extension**” is the total floor area of all the storeys which comprise that building. It is calculated by reference to the finished internal faces of the walls enclosing the area, or, if at any point there is no enclosing wall, by reference to the outermost edge of the floor.

“**relevant person**” means:

- (a) in relation to a plan charge, inspection charge, reversion charge or building notice charge, the person who carries out the building work or on whose behalf the building work is carried out;
- (b) in relation to a regularisation charge, the owner of the building; and
- (c) in relation to chargeable advice, any person requesting advice for which a charge may be made pursuant to the definition of “chargeable advice”.

## **Principle of this Scheme**

The set charges or method of establishing the charge have been established in this scheme for the functions prescribed in the Building (Local Authority Charges) Regulations 2010(referred to as the chargeable functions), namely:

- **A plan charge**, payable when plans of the building work are deposited with the Local Authority.

- **An inspection charge**, payable on demand after the authority carry out the first inspection in respect of which the charge is payable.
- **A building notice charge**, payable when the building notice is given to the authority.
- **A reversion charge**, payable for building work in relation to a building:-
  1. Which has been substantially completed before plans are first deposited with the Authority in accordance with Regulation 20(2)(a)(i) of the Approved Inspectors Regulations, or
  2. In respect of which plans for further building work have been deposited with the Authority in accordance with Regulation 20(3) of the Approved Inspectors Regulations, on the first occasion on which those plans are or have been deposited.
- **A regularisation charge**, payable at the time of the application to the Authority in accordance with Regulation 21 of the Building Regulations.
- **Chargeable advice**, local authorities can make a charge for giving advice in anticipation of the future exercise of their chargeable functions (ie before an application or notice is received for a particular case). This is payable after the first hour of advice, on demand after the authority has given notice required by Regulation 7(7) of the Building (Local Authority) Charges Regulations 2010 (i.e., the charge has been confirmed in writing following an individual determination). This charge can be discounted from a subsequent application or notice received for the work in question.
- The above charges are payable by the relevant person (see page 3 for definition).
- Any charge which is payable to the authority may, in a particular case, and with the agreement of the authority, be paid by instalments of such amounts payable on such dates as may be specified by the authority. If the applicants and an authority are agreeable, an inspection charge can be fully or partly paid in advance with the plans charge.
- The charge for providing a chargeable function or chargeable advice is based on the principle of achieving full cost recovery. The charges will be calculated by using the Council Officers' average hourly rate stated in the charging scheme, multiplied by the time taken to carry out the functions/advice, taking the following factors into account, as applicable, in estimating the time required by officers to carry out the function/advice:-

1. The existing use of a building, or the proposed use of the building after completion of the building work.
2. The different kinds of building work described in regulation 3(1)(a) to (i) of the Building Regulations:
3. The floor area of the building or extension.
4. The nature of the design of the building work and whether innovative or high risk construction techniques are to be used.
5. The estimated duration of the building work and the anticipated number of inspections to be carried out.
6. The estimated cost of the building work.
7. Whether a person who intends to carry out part of the building work is a person mentioned in Regulation 12(5) or 20B(4) of the Building Regulations(i.e. related to competent person/self certification schemes).
8. Whether in respect of the building work a notification will be made in accordance with regulation 20A(4) of the Building Regulations (i.e. where design details approved by Robust Details Ltd have been used).
9. Whether an application or Building Notice is in respect of two or more buildings or building works all of which are substantially the same as each other.
10. Whether an application or Building Notice is in respect of building work, which is substantially the same as building work in respect of which plans have previously been deposited or building works have been inspected by the same local authority.
11. Whether chargeable advice has been given on the project which is likely to result in less time being taken by a local authority to process the Building Regulation Application.
12. Whether it is necessary to engage and incur the costs of a consultant to provide specialist advice in relation to a particular aspect of the building work.

**Principles of the scheme in respect of the erection of domestic buildings, garages, carports and extensions.**

- Where the charge relates to the erection of a dwelling, the charge includes for the provision of a detached or attached domestic garage or carport providing that it is constructed at the same time as the dwelling.

- Where any building work comprises or includes the erection of more than one extension to a building, the total floor areas of all such extensions shall be aggregated to determine the relevant charge payable, providing that the building work for all aggregated extensions is carried out at the same time.

### **Exemption from charges**

The Authority has not fixed by means of its scheme, nor intends to recover a charge in relation to an existing dwelling that is, or is to be, occupied by a disabled person as a permanent residence; and where the whole of the building work in question is solely;-

- a. For the purpose of providing means of access for the disabled person by way of entrance or exit to or from the dwelling or any part of it, or
- b. For the purpose of providing accommodation or facilities designed to secure the greater health, safety, welfare or convenience of the disabled person.

The Council has not fixed by means of its scheme, nor intends to recover a charge 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 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 a disabled person, or
  - (iii) to provide sleeping accommodation for a carer where the disabled person requires 24-hour care.

The Council has not fixed by means of its scheme, nor intends to recover a charge in relation to an existing building to which members of the public are



admitted (whether on payment or otherwise); and where the whole of the building work in question is solely;-

- a. for the purpose of providing means of access for disabled persons by way of entrance or exit to or from the building or any part of it; or
- b. for the provision of facilities designed to secure the greater health, safety, welfare of disabled persons.

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 Childrens 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.

### **Information required to determine charges**

If the authority requires additional information to enable it to determine the correct charge the authority can request the information under the provisions of Regulation 9 of the Building (Local Authority Charges) Regulations 2010.

The standard information required for all applications is detailed on the Authority’s Building Regulation Application Forms. This includes the existing and proposed use of the building and a description of the building work.

Additional information may be required in relation to:-

- The floor area of the building or extension
- The estimated duration of the building work and the anticipated number of inspections to be carried out
- The use of “competent persons” or Robust Details Ltd.
- Any accreditation held by the builder or other member of the design team.
- The nature of the design of the building work and whether innovative or high risk construction techniques are to be used.

- The estimated cost of the building work. If this is used as one of the factors in establishing a charge the “estimate” is required to be such a reasonable amount as would be charged by a person in business to carry out such building work (excluding the amount of any value added tax that may be chargeable).

## **Establishing the charge**

The authority has established standard charges using the principles contained within The Building (Local Authority Charges) Regulation 2010. Standard charges are detailed in the following tables. In the tables below any reference to number of storeys includes each basement level as one storey and floor areas are cumulative.

If the building work that you are undertaking is not listed as a standard charge, it will be individually determined in accordance with the principles and relevant factors contained within The Building (Local Authority Charges) Regulations 2010. If the authority considers it necessary to engage and incur the costs of a consultant to provide specialist advice or services in relation to a particular aspect of building work, those costs shall also be included in setting the charge.

When the charge is individually determined the authority shall calculate the charge in the same way a standard charge was set by using the average hourly rate of officers' time, multiplied by the estimated time taken to carry out their building regulation functions in relation to that particular piece of building work and taking into account the applicable factors listed in regulation 7(5) of the charges regulations.

Individually determined charges will be confirmed in writing specifying the amount of the charge and the factors that have been taken into account in determining the charge.

The building regulations charges for the following types of building work will be individually determined and the authority will state which factors in regulation 7(5) of the charges regulations it has taken into account in establishing a standard or individually determine charge.

## **Examples of individually determined building projects**

- A reversion charge, i.e. where an Approved Inspector has been involved with a project but cannot progress it to a satisfactory state of completion.
- When the building work is in relation to more than one building.
- When building work consists of alterations to any building where the estimated cost exceed £100,000.
- When the work consists of a non-domestic extension or new build and the floor area exceeds 200m<sup>2</sup>.
- When the work consists of a domestic garage with a floor area over 100m<sup>2</sup>.
- When the work consists of the erection of or conversion of an existing building to provide in excess of 19 individual dwellings.
- When the work consists of the erection or conversion of a building into dwellings where the floor area of each dwelling exceed 300m<sup>2</sup>.
- Any other work where the estimated cost of work exceeds £250,000.
- Where more than one standard charge applies to the building work and with the agreement of the relevant person, the authority will establish the charge by individually determining it.

## **Other matters relating to calculation of charges**

- In calculating these charges, refunds or supplementary charges, an officer hourly rate of £50/hour has been used.
- Any charge payable to the authority shall be paid with an amount equal to any value added tax payable in respect of that charge.
- Charges are not payable for the first hour when calculating an advice charge.

- The authority accepts payment by instalment in respect of all building work where the total charge exceeds £5,000. The authority will specify the amounts payable and dates on which the instalments are to be paid.

## **Reductions**

Reduced charges can be made in the following circumstances:-

- a. The authority will reduce the building regulation charge by the cost of any pre-consultation advice that has been given for a project, if it has been paid for by the same architect/client.
- b. When it is intended to carry out additional building work on a dwelling at the same time that any work to which Table C relates. The charge for the additional work will be reduced by 50% as shown on the standard tables. Alternatively, the charge may be individually determined with the agreement of the applicant.
- c. Where in accordance with Regulation 7(5)(i) of the charges regulations, one application or Building Notice is in respect of two or more buildings or building works all of which are substantially the same as each other a 10% reduction in the standard charge will be made to those charges shown in Tables B and C, being those applicable to domestic buildings.
- d. Where in accordance with Regulation 7(5)(j) of the charges regulations an application or Building Notice is in respect of work which is substantially the same as building work in respect of which plans have previously been deposited and approved or building work in respect of which plans have previously been deposited and approved and inspected by this authority a 10% reduction in the plan charge will be made.

## **Refunds and supplementary charges**

In the circumstances when the basis on which the charge has been set or determined has changed, the authority may refund or request a supplementary charge and provide a written statement setting out the basis of the refund/supplementary charge and also state how this has been calculated. In the calculations of refunds/supplementary charges no account shall be taken of the first hour of an officer's time.

## **Non-Payment of a Charge**

Regulation 8(2) of the Building (Local Authority Charges) Regulations 2010 identify that plans are not treated as being deposited for the purpose of Section 16 of the Building Act or Building Notices are not considered as valid unless the Council has received the correct fee. Relevant time scales do not start until the agreed payment has been made. The debt recovery team of the Council will pursue any non-payment of a charge.

## **Complaints about Charges**

Complaints regarding the level of charges should initially be referred to the relevant officer who you are dealing with. The Council has a comprehensive complaints handling procedure. If you are not satisfied with the initial response to your complaint you may pursue the matter through the Council's Complaints procedure. Details can be found on the Councils' website [www.sandwell.gov.uk](http://www.sandwell.gov.uk).

## **Transitional Provisions**

The Council's scheme for the recovery of charges, dated April 2008 continues to apply in relation to building work, for which plans were first deposited, or a Building Notice was given, or a regularisation application was made between April 2008 and 30<sup>th</sup> September 2010. The new scheme is operable for applications and Building Notices received on and after 1<sup>st</sup> October 2010.



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## STANDARD CHARGES (Revision 01 April 2023)

These standard charges have been set by Sandwell Metropolitan Borough Council on the basis that the building work does not consist of, or include, innovative or high risk construction techniques and 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 to be carried out by a person or company who is competent to carry out the design and building work that they are undertaking. If they are not, the work may incur supplementary charges.

If you have paid for chargeable advice in the form of pre-application consultations for the project a reduction will be made in the standard charge that is now payable.

### Building Notice Charge

The use of the “Building Notice” procedure does involve the Building Control Officer spending more time on site visits. It is for this reason that a project using the Building Notice procedure will incur a 20% increase in fees applicable, above those that are required for a project using the “Full Plans” procedure.

### Reversion Charges

The charge is listed in the following tables.

### Regularisation Charges

The charge is listed in the following tables.

### Value added tax

VAT at the current standard rate **is included** in our charges tables with the exception of the “Regularisation charge” when VAT is not applicable.

## TABLE A

### STANDARD CHARGES FOR THE CREATION OR CONVERSION TO NEW HOUSING

Number of dwellings	Plan Charge	Inspection Charge	Building Notice Charge +20%	Regularisation / Reversion Charge (does not include electrical inspection & test)
<b>1</b>	<b>£299.16</b>	<b>£448.68</b>	<b>£897.36</b>	<b>£1,009.50</b>
<b>2</b>	<b>£336.48</b>	<b>£672.96</b>	<b>£1,211.40</b>	<b>£1,362.80</b>
<b>3</b>	<b>£448.68</b>	<b>£897.36</b>	<b>£1,615.20</b>	<b>£1,817.10</b>
<b>4</b>	<b>£560.88</b>	<b>£972.12</b>	<b>£1,839.48</b>	<b>£2,069.50</b>
<b>5</b>	<b>£672.96</b>	<b>£1,046.88</b>	<b>£2,063.88</b>	<b>£2,321.90</b>
<b>6</b>	<b>£747.84</b>	<b>£1,159.08</b>	<b>£2,288.16</b>	<b>£2,574.20</b>
<b>7</b>	<b>£785.16</b>	<b>£1,346.04</b>	<b>£2,647.20</b>	<b>£2,978.10</b>
<b>8</b>	<b>£822.60</b>	<b>£1,533.00</b>	<b>£2,826.60</b>	<b>£3,179.90</b>
<b>9</b>	<b>£859.92</b>	<b>£1,719.84</b>	<b>£3,095.76</b>	<b>£3,482.80</b>

The above charges do not include for the inspection and testing of electrical installations to assess compliance with “Part P” of the Building Regulations, it is assumed that you will employ a person who has suitable accreditation with a relevant “competent persons scheme”.

Value added tax at the current standard rate **is included** in the above with the exception of the “Regularisation charge” when VAT is not applicable.

Note; - for 10 or more dwellings, or if the floor area of a dwelling exceeds 300m<sup>2</sup> the charge is individually assessed.

## STANDARD CHARGES FOR OTHER BUILDING WORK

**TABLE B**  
**Domestic Extensions to a Single Building**

### Single Storey Extensions

Category	Description	Plan charge	Inspection charge	Building Notice	Regularisation / Reversion
<b>1</b>	Single storey extension up to 10m <sup>2</sup>	£196.32	£235.56	£518.28	£583.00
<b>2</b>	Single storey extension greater than 10m <sup>2</sup> and up to 40m <sup>2</sup>	£274.80	£314.04	£706.68	£795.00
<b>3</b>	Single storey extension greater than 40m <sup>2</sup> and up to 100m <sup>2</sup>	£353.40	£431.76	£942.24	£1,060.00

### Two Storey Extensions

Category	Description	Plan charge	Inspection Charge	Building Notice	Regularisation / Reversion
<b>4</b>	Two storey extension up to 40m <sup>2</sup>	£314.04	£353.40	£800.88	£901.00
<b>5</b>	Two storey extension greater than 40m <sup>2</sup> and up to 200m <sup>2</sup>	£392.64	£471.12	£1,036.44	£1,166.00
<b>6</b>	Loft conversion floor area not exceeding 50m <sup>2</sup>	£314.04	£235.56	£659.52	£742.00

Value added tax at the current standard rate **is included** in the above with the exception of the “Regularisation charge” when VAT is not applicable.

Note: If the floor area exceeding the maximum stated in the tables above the charge will be individually assessed.



## Domestic Garages and Carports

Category	Description	Plan charge	Inspection Charge	Building Notice	Regularisation / Reversion
<b>7</b>	<b>Non exempt detached garage, non-habitable outbuilding or carport up to 100m2</b>	<b>£235.56</b>	<b>Covered in plan charge</b>	<b>£282.72</b>	<b>£318.00</b>
<b>8</b>	<b>Non exempt attached single storey garage, non-habitable outbuilding or carport up to 100m2</b>	<b>£196.32</b>	<b>£196.32</b>	<b>£471.12</b>	<b>£530.00</b>
<b>9</b>	<b>Conversion of a garage to habitable use</b>	<b>£157.08</b>	<b>£196.32</b>	<b>£423.96</b>	<b>£477.00</b>

### Pre Application works

Category	Description	Pre app Charge
<b>10</b>	<b>Trial hole</b>	<b>£126.00</b> <b>(This fee would be deducted from your application submission fee)</b>

The above charges assume that any fixed electrical installation is carried out by a person who is competent to do so and has accreditation with a relevant “Competent Person Scheme”.

Value added tax at the current standard rate **is included** in the above with the exception of the “Regularisation charge” when VAT is not applicable.

Note: If the floor area exceeding the maximum stated in the table above the charge will be individually assessed.

**TABLE C**

**Alterations to a Single Domestic Building**

Category of work	Plan charge (FP)	Inspection charge	Building notice charge (N)	50% reduction if carried out at same time as an extension		Regularisation / Reversion charge
				(FP)	(N)	
1. Installation of a controlled fitting , i.e. installation of a bathroom, or of a wc, shower, bath or sink	£235.56	covered in plan charge	£282.72	£117.78	£141.36	£318.00
2. Solid conservatory roof	£99.24	£132.36	£277.80	-	-	£277.80
3. Internal alterations to layout or structural alterations, underpinning, chimney breast removal, that are not ancillary to an extension	£157.08	£157.08	£345.48	£157.08	£172.80	£388.70
4. a) Replacement or renovation of a thermal element to a single dwelling, i.e. new ground floor or floor exposed to the elements, external cladding or rendering, new internal linings to external walls	£235.56	covered in plan charge	£282.72	£117.78	£141.36	£318.00
b) Reroofing of main house, wing or extension	£102.12	£102.12	£235.56	£102.12	£117.78	£265.00

Value added tax at the current standard rate **is included** in the above with the exception of the “Regularisation charge” when VAT is not applicable.

## Domestic Electrical Installations

The electrical installation in domestic properties must comply with part P of the Building Regulations.

### Electrical Installations, inspection and test

Category	Plan charge	Inspection charge	Building Notice	No Reduction	Regularisation / Reversion charge
Certification of electrical works by non registered but suitably qualified competent persons *	N/A	N/A	£102.12	-	£114.90

\* A copy of the Electricians City & Guilds Electrical Installation Part 1 (minimum), City & Guilds 2391 Inspection & Testing and BS7671 17<sup>th</sup> Edition qualifications must be submitted with the application. A copy of the Electrical Installation Certificate and Schedule of Test Results must be submitted on completion of the application.

### Window and Door Replacement

Replacement doors and windows are controlled by the Building Regulations. In a situation where the window installer is not accredited by a “competent persons scheme” FENSA, CERTAS or BSI, the installation must be inspected by the Councils’ Building Control Officer.

Category	Standard charge	Regularisation / Reversion charge
Up to 10 frames	£117.84	£132.50
Over 10 frames	£157.08	£176.70

Value added tax at the current standard rate **is included** in the above with the exception of the “Regularisation charge” when VAT is not applicable.

## TABLE D

### ALL OTHER NON-DOMESTIC WORK & NEW BUILD Non-domestic extensions and new build up to 200m<sup>2</sup>

(Use of buildings excluding industrial and storage buildings)

	Category	Plan charge	Inspection charge	Regularisation / Reversion charge
1	Floor area up to 10m <sup>2</sup>	£269.52	£385.20	£736.50
2	Floor area greater than 10m <sup>2</sup> and up to 40m <sup>2</sup>	£385.20	£539.16	£1,039.80
3	Floor area greater than 40m <sup>2</sup> and up to 100m <sup>2</sup>	£539.16	£693.24	£1,386.40
4	Floor area greater than 100m <sup>2</sup> and up to 200m <sup>2</sup>	£770.28	£924.24	£1,906.30

(Use for Industrial and storage Purposes)

	Category	Plan charge	Inspection charge	Regularisation / Reversion charge
1	Floor area up to 10m <sup>2</sup>	£231.12	£231.12	£519.90
2	Floor area greater than 10m <sup>2</sup> and up to 40m <sup>2</sup>	£385.20	£385.20	£866.50
3	Floor area greater than 40m <sup>2</sup> and up to 100m <sup>2</sup>	£462.12	£462.12	£1,039.80
4	Floor area greater than 100m <sup>2</sup> and up to 200m <sup>2</sup>	£616.20	£616.20	£1,386.40

Value added tax at the current standard rate **is included** in the above with the exception of the “Regularisation charge” when VAT is not applicable.

Note: If the floor area exceeding the maximum stated in the tables above the charge will be individually assessed.

## TABLE E

### ALL OTHER NON-DOMESTIC WORK

No.	Category of work	Basis of charge	Plan charge	Inspection charge	Regularisation / Reversion charge
1	Window replacements	Fixed price- Installation of up to 10 frames	£154.08	Covered in plan charge	£173.30
		Fixed price- Installation of up to 20 frames	£231.12	Covered in plan charge	£260.00
2	Installation of mezzanine storage platform up to 500m2	Fixed price	£539.16	£308.16	£953.10
3	Office or shop fit out	Fixed price- Floor area up to 200m2	£231.12	£231.12	£519.90
		Floor area between 200-1000m2	£385.20	£385.20	£866.50
4	Alterations not described elsewhere	Estimated cost up to £25,000	£231.12	£308.16	£606.60
		Estimated cost £25,001-£50,000	£385.20	£462.12	£953.10
		Estimated cost £50,001-£100,000	£616.20	£693.24	£1,473.10

Value added tax at the current standard rate **is included** in the above with the exception of the “Regularisation charge” when VAT is not applicable.

Note: If the floor area or estimated cost of works exceeding the maximum stated in the table above the charge will be individually assessed.

## ARE YOU PLANNING TO CARRY OUT BUILDING WORKS?

### IS A PUBLIC SEWER AFFECTED?

#### **Public sewers have legal protection**

If you apply to your council for approval to carry out works the building control officer **must** check to see if a public sewer is located within 3 metres of your proposal. If this is the case, you must make a Full Plans application, a Building Notice can not be accepted.

The building control officer has to **consult with Severn Trent Water**. Your application will only be approved if the works comply with the requirements of Building Regulations 2000 Part H4. The Part H4 regulation protects both your works and the public sewer. In some cases the building control officer will require proof of Severn Trent Water consent before approving your Application.

In addition to building control officer approval, you will need formal approval from Severn Trent Water. Failure to obtain this would not only be **illegal** but could also jeopardise the future sale of your property.

#### **What should I do?**

Before making an application to the council, you should check to see if a public sewer is within 3 metres of your proposals. Please be aware that older properties often have public sewers in their rear gardens which are likely to be affected.

#### **How can I check to see if a public sewer is affected?**

A copy of the public sewer record map is available at your council and is available for inspection during normal office hours.

You can also buy a copy of the map from our Records Management Centre, please telephone us 0845 6066616.

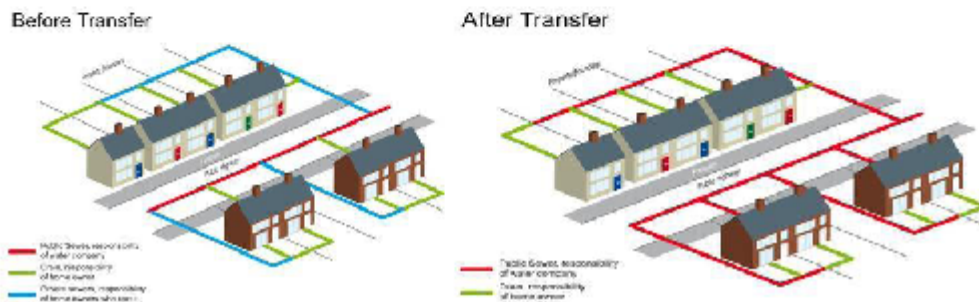
If a public sewer could be affected it is advisable to obtain Severn Trent Water consent before making an application to the council. This will avoid delay in Full Plans approval by the council.

For advise and an application form please telephone us on 0345 2667930

# Transfer of Private Drains and Sewers (PDaS)

## Building over/Close to public sewers

On the 1<sup>st</sup> October 2011 the government transferred all sewage pipes outside your property boundaries and all sewage pipes which are shared with another property within your boundary to the Sewerage Undertakers.



On the 1st October 2011, new legislation regarding Private Drains and Sewers (PDaS) came into force, meaning that Sewerage Undertakers became responsible for the majority of formerly private drainage (please see diagrams above). To explain, unless a pipe only serves a single property or is at the 'head of the sewer run' (which would mean they remained private), we have to advise all customers who are proposing to carry out any building works that a 'build over/building close to' application may be required.

If you believe your property is at the 'head of the sewer run' OR is served by an individual connection to the public sewer, then we would ask for evidence demonstrating this. This can be done by locating the manhole that serves your property and taking photos of the inside to establish whether there are any other connections coming into it. This would determine whether you are on a shared drainage system.

If the sewer on your property serves two or more properties (including your own), this would be a public sewer and you would need to apply for either a 'build over/ building close to' application. The subsequent type of approval would then depend on where the sewer has been located in relation to your planned building. Unfortunately, we don't currently have records of any formerly private sewers, but in support of your application you will need to provide information which demonstrates the true location of any sewer(s) within your land.

For more information and frequently asked questions go to [www.stwater.co.uk/sewerownership](http://www.stwater.co.uk/sewerownership)