

(For Democratic Services use)

Decision Number: 19 (2022/23)

Portfolio Holder Executive Decision Statement

The Local Authority (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012

Subject: Building Regulations Fees - Review

Details of Decision taken:

An amended and increased regime to more accurately cover the costs of the fee earning aspects of the Building Control Service.

Reason for Decision:

The Building Regulation fees were last reviewed in 2019 and it is now necessary to review the fees to ensure that fees charged more accurately reflect the cost of administering the service. It is proposed that the charges be amended in accordance with the attached fee schedules (Standard Building Control Charges) to reflect cost recovery.

The new fees represent an average of approximately 5% increase in the fees and represents a fair reflection of the increases in work resulting from changes in legislation.

Minor amendments have been made to some of the fee categories, and a couple of new categories introduced to reflect changes in types of work being carried out and reduce the administrative burden on the Technical Support team.

In setting the fees, we must be mindful that the service is in competition with Approved Inspectors in the private sector. I am satisfied that the proposed fee scales will continue to retain the balance of our covering costs and our need to be competitive.

We regularly compare other authorities' charges with ours, and this has been the reason for not raising our charges earlier.

The Building Regulations require that the Council has a published Scheme of Charges, which sets out how the charges are calculated, and it must include the hourly rate of the Building Control Surveyor. The Scheme does not have to be published in the media but needs to be available on request.

It is recommended that the revised Building Control Charges and the Charges Scheme as detailed be Approved and Adopted from April 01 2023.

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All Documents considered:

1. Building Regulation Charges Scheme for the recovery of Building Regulation Charges and Associated matters for Sevenoaks District Council (10 pages)
2. Standard Building Control Charges with effect from 01 April 2023 (3 pages)

Details of any alternative options considered and rejected by the Member when making the Decision:

Financial implications:

The Council needs to regularly review how it recovers the cost of service where provision is specifically made to do so.

In this case assuming that the current workload trend remains the same it is estimated that the proposed fee scheme would represent an income in the region of £25,000pa.

Legal Implications and Risk Assessment Statement

The approach to setting the fees for Building Control is set out in the Building Regulations (Local Authority Charges) Regulations 2010.

Equality Impacts (Consideration of impacts under the Public Sector Equality Duty)

The Building (Local Authority Charges) Regulations 2010 make provisions for fee dispensations in connection with projects such as disabled adaptations and related works. Details of the dispensations are set out in the Building Regulation Charges Scheme attached.


Local Member (s), other Portfolio Holders and Chief Officer/Head of Service Consulted

Richard Morris

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Details of any conflicts of interest a) declared by any executive member who is consulted by the Decision Taker b) and any details of dispensations granted by the Chief Executive in respect of any declared conflict	
Decision taken by:	Portfolio Holder for Development & Conservation
Signed by Portfolio Holder	
Date of Decision	30 March 2023
Record made by:	Philip Magee
Date of record:	30 March 2023

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