

Appendix 3.

Statutory Building Control work for which there is no ability to raise a charge.

- a) Investigation and enforcement of Building Regulations when contravention found. (Note: Regularisation charge for retrospective application under Building Regulations is to recover cost of processing the Regularisation application from receipt to issue of Regularisation Certificate and not for prior investigation or any formal / informal enforcement required). (No charge allowed)
- b) Investigation and enforcement (formal or informal), including site visits to investigate neighbour complaints relating to Building regulation matters. (No charge allowed)
- c) Maintain statutory register of submitted Initial Notices from Approved Inspectors, undertaking required checks and administration / processing of Initial Notices, Plan Certificates, Amendment Notices and Final Certificates, etc. (No charge allowed)
- d) Processing of applications under Building Regulations (including Plan checks and site inspections undertaken) where works are for sole use of disabled people. (No charge allowed)
- e) Maintain statutory register of works undertaken by Competent Persons under the Government Competent Persons Scheme (e.g. for electrical installations, replacement windows / doors, cavity wall insulations, installation of gas boilers, replacement of roof covering, etc). (No charge allowed)
- f) General enquiries including certain FOI / EIR requests. (No charge allowed)
- g) Provide a Building regulation advice service to residents and businesses. Legislation prohibits local authority from making charge for 1st hour of advice. Note: A duty surveyor service is provided to answer queries and is available for face to face meeting on appointment basis).
- h) Resolution of Naming and Numbering address queries including clarification and liaison between Property Database, Royal Mail and confirmation of official addresses which do not require creation of new address under Naming and Numbering legislation. (No charge allowed)
- i) Monitoring / liaison in respect of planning conditions / enforcement activities or in respect of overlapping duties with other Council services.

Please note: Building Regulation and other charges based upon the principal of full cost recovery of providing the particular service cannot be used to cross-subsidise or used to pay for non-chargeable workloads.