Guidance Notes on Building Regulation Charges
(Effective from 1st April 2026)

Domestic Extensions and Alterations

The charges for Building Regulation work are intended to cover the cost of the service. There are two methods that we may use to establish the charge for building work: -

- Individual assessment for an application and
- the setting up of a standard charge

Standard Charges

The following tables can be used to calculate the relevant charge for your application to build new dwellings.

These charges have been assessed on the basis that:

- the building work does not involve innovative or high-risk construction techniques (details available from our team).
- the building work takes no longer than 3 years from the date of application to completion of the works.
- the design and the construction are undertaken by a person or company that is competent to carry out the project.

Individual Assessment of a Charge

Charges are individually determined for any domestic building works not contained within the tables.

If your work is not listed and requires an assessment of the charge, then please e-mail us at building@sefton.gov.uk detailing the proposed work and we will contact you within one working day**. Alternatively, if you are doing more than one element of work you may be eligible for a discount. Please contact us at building@sefton.gov.uk or Alternatively, please ring 0345 140 0845 to speak to one of our Building Control team.**

Domestic extensions and alterations

Category	New Floor Area	Full Plans Application						Building Notice Charge			Regularisation Charge
		Plan Charge			Inspection Charge						
		Net	V.A.T.	Gross	Net	V.A.T.	Gross	Net	V.A.T.	Gross	(No V.A.T)
		£	£	£	£	£	£	£	£	£	£
SINGLE STOREY GROUND, FIRST FLOOR OR BASEMENT EXTENSIONS											
1	Less than 40m²	255.00	51.00	**306.00**	340.00	68.00	**408.00**	595.00	119.00	**714.00**	**773.50**
2	Less than 100m²	382.50	76.50	**459.00**	510.00	102.00	**612.00**	892.50	178.50	**1071.00**	**1160.25**
	Over 100m²	Please contact our Building Control team for a quotation									
TWO STOREY EXTENSIONS											
3	Less than 40m²	340.00	68.00	**408.00**	425.00	85.00	**510.00**	765.00	153.00	**918.00**	**994.50**
4	Between 40m² and 100m²	382.50	76.50	**459.00**	510.00	102.00	**612.00**	892.50	178.50	**1071.00**	**1160.25**
	Over 100m²	Please contact our Building Control team for quotation									

N.B. The above rates may be subject to surcharges
*** The cost is the combined plan and inspection charge and is payable on deposit of the application.**

Category	Description	Full Plans Application						Building Notice Charge			Regularisation Charge
		Plan Charge			Inspection Charge						
		Net	V.A.T.	Gross	Net	V.A.T.	Gross	Net	V.A.T.	Gross	(No V.A.T)
		£	£	£	£	£	£	£	£	£	£
LOFT CONVERSIONS											
5	Loft conversion without dormers and floor area less than 40m²	255.00	51.00	**306.00**	340.00	68.00	**408.00**	595.00	119.00	**714.00**	**773.50**
6	Loft conversion with dormers and floor area less than 40m²	340.00	68.00	**408.00**	420.00	84.00	**504.00**	760.00	152.00	**912.00**	**988.00**
	Loft conversion over 40m²	Please contact our Building Control team for a quotation									
GARAGES AND DETACHED BUILDINGS											
7	All garages - floor area less than 60m²	170.00	34.00	**204.00**	230.00	46.00	**276.00**	370.00	74.00	**444.00**	**481.00**
8	Detached habitable building - floor area less than 100m²	340.00	68.00	**408.00**	420.00	84.00	**504.00**	760.00	152.00	**912.00**	**988.00**
9	Conversion of an existing garage less than 40m²	170.00	34.00	**204.00**	230.00	46.00	**276.00**	370.00	74.00	**444.00**	**481.00**
	Any other detached building	Please contact our Building Control team for a quotation									

Alternatively, if you are doing more than one element of work you may be eligible for a discount. Please contact us at building@sefton.gov.uk or
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Category	Description	Full Plans Application						Building Notice Charge			Regularisation Charge
		Plan Charge			Inspection Charge						
		Net	V.A.T.	Gross	Net	V.A.T.	Gross	Net	V.A.T.	Gross	(No V.A.T)
		£	£	£	£	£	£	£	£	£	£
OTHER ALTERATIONS AND BUILDING WORKS TO DOMESTIC BUILDINGS											
10	Structural / internal works with a commercial value of less than £5000	* 255.00	51.00	**306.00**	N/A	N/A	N/A	255.00	51.00	**306.00**	**331.50**
11	Structural / internal works with a commercial value between £5001 and £10,000	170.00	34.00	**204.00**	255.00	51.00	**306.00**	425.00	85.00	**510.00**	**552.50**
12	Structural / internal works with a commercial value between £10,001 and £15,000	255.00	51.00	**306.00**	425.00	85.00	**510.00**	680.00	136.00	**816.00**	**884.00**
13	Structural / internal works with a commercial value between £15,001 and £20,000	340.00	68.00	**408.00**	470.00	94.00	**564.00**	830.00	166.00	**996.00**	**1079.00**

Alternatively, if you are doing more than one element of work you may be eligible for a discount. Please contact us at building@sefton.gov.uk or
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Category	Description	Full Plans Application						Building Notice Charge			Regularisation Charge
		Plan Charge			Inspection Charge						
		Net	V.A.T.	Gross	Net	V.A.T.	Gross	Net	V.A.T.	Gross	(No V.A.T)
		£	£	£	£	£	£	£	£	£	£
OTHER ALTERATIONS AND BUILDING WORKS TO DOMESTIC BUILDINGS											
14	Replacement of windows or external doors	* 170.00	34.00	**204.00**	N/A	N/A	N/A	170.00	34.00	**204.00**	**221.00**
15	Installation of a Heating appliance (Boiler, wood burning, oil, coal or gas fires) or Renewable energy source (eg solar panel, ground source heat pump etc)	255.00	51.00	**306.00**	N/A	N/A	N/A	255.00	51.00	**306.00**	**331.50**
16	Underpinning of existing buildings, roof replacement, renovation to a wall floor or roof and cavity wall insulation	340.00	68.00	**408.00**	N/A	N/A	N/A	340.00	68.00	**408.00**	**442.00**
17	Installation of cavity wall insulation by **a licensed installer**	85.00	17.00	**102.00**	N/A	N/A	N/A	85.00	17.00	**102.00**	**110.50**
18	Electrical work carried out by a person **NOT Part P registered** with a competent person's scheme (#-see Reductions)	340.00	68.00	**408.00**	N/A	N/A	N/A	340.00	68.00	**408.00**	**442.00**
	Any other works not listed in Categories 1 to 30	**Please contact our Building Control team for a personal quotation**									

Surcharges (Site Inspection and Building Notice Charge)

Where the electrical work is carried out by an electrician who is not registered with a Part P competent persons scheme and cannot issue the relevant BS7671 certificate there will be an additional charge of £305.00 + V.A.T.

Reductions

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Reductions of certain fees

	Reason for reduction	Reduction in Charges shown in Schedule 2 when that work is being carried out at the same time as any work shown in categories 1 – 9
A	Installation or replacement of windows and or doors in a dwelling-house (under 12 units).	50% of the Full Plan or Building Notice Charge
B	Where the work comes within the scope of Schedule 2 and the estimated cost of the building work is less than £5,000.	50% of the Full Plan or Building Notice Charge

#	Where the work is as described in category 19 (above) and the applicant can provide an acceptable test certificate in accordance with BS7671 for the work and the Authority does not have to test the electrical work. This Charge will be reduced to £255.00 + V.A.T.

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