



West Lothian  
Council

## Building Standards Section ANNEX 4

### THE BUILDING (FEES) (SCOTLAND) REGULATIONS 2004 BUILDING WARRANT/LATE COMPLETION SUBMISSION FEES FROM 1 MAY 2005

For a late Building Warrant application and a late Completion Certificate submission the following fee plus an additional 25% is required. Discounts and refunds may apply to your application/submission

VALUE OF WORKS			FEE	VALUE OF WORKS			FEE
£	£	£	£	£	£	£	£
0	-	5,000	100	140,001	160,000	1180	
5,001	-	5,500	115	160,001	180,000	1280	
5,501	-	6,000	130	180,001	200,000	1380	
6,001	-	6,500	145	200,001	220,000	1480	
6,501	-	7,000	160	220,001	240,000	1580	
7,001	-	7,500	175	240,001	260,000	1680	
7,501	-	8,000	190	260,001	280,000	1780	
8,001	-	8,500	205	280,001	300,000	1880	
8,501	-	9,000	220	300,001	320,000	1980	
9,001	-	9,500	235	320,001	340,000	2080	
9,501	-	10,000	250	340,001	360,000	2180	
10,001	-	11,000	265	360,001	380,000	2280	
11,001	-	12,000	280	380,001	400,000	2380	
12,001	-	13,000	295	400,001	420,000	2480	
13,001	-	14,000	310	420,001	440,000	2580	
14,001	-	15,000	325	440,001	460,000	2680	
15,001	-	16,000	340	460,001	480,000	2780	
16,001	-	17,000	355	480,001	500,000	2880	
17,001	-	18,000	370	500,001	550,000	3055	
18,001	-	19,000	385	550,001	600,000	3230	
19,001	-	20,000	400	600,001	650,000	3405	
20,001	-	30,000	460	650,001	700,000	3580	
30,001	-	40,000	520	700,001	750,000	3755	
40,001	-	50,000	580	750,001	800,000	3930	
50,001	-	60,000	640	800,001	850,000	4105	
60,001	-	70,000	700	850,001	900,000	4280	
70,001	-	80,000	760	900,001	950,000	4455	
80,001	-	90,000	820	950,001	1,000,000	4630	
90,001	-	100,000	880				
100,001	-	120,000	980				
120,001	-	140,000	1080				
				<b>Thereafter each additional £100,000 (or part thereof) increases the warrant fee by</b>			250
Building Warrant application for conversion only, that is without any building work-							100
Demolition application only, that is where there are no immediate plans for rebuilding-							100
Amendment to Warrant application where new total estimated value is less than original or is an increase of no more than £5000, OR application for demolition or conversion as above -							50
Amendment to Warrant application where new total estimated value increases by more than £5000- take Fee from table above based on extra value of work							Fee from table above
Staged Building Warrants - Further Application, unless the estimated value of the works has increased in which case the fee appropriate to that value is payable. (Also see separate “ <b>Staged Building Warrant Applications</b> ” note on following page)							50
Application to extend period of validity of building warrant. Which must be made <b>prior</b> to building warrant expiring (3 years from date of issue) and are at the discretion of the Council.							50
Application to provide facilities solely for the use of disabled persons <b>within a dwelling.</b> , e.g. a better way of entering or getting around inside the building or installing sanitary facilities. The fee for this <b>part only</b> will not apply. For advice contact the Building Standards Section							<b>NO FEE</b>



## Building Standards Section ANNEX 4 - Continued

### THE BUILDING (FEES) (SCOTLAND) REGULATIONS 2004 FEES FOR STAGED WARRANT APPLICATIONS DISCOUNTED AND REFUND FEES FROM 1 MAY 2005

#### Staged Building Warrant Applications

The warrant fee for the initial stage of a staged warrant application will be based on the estimated value of the works being carried out in the **total project**.

Any additional stage has a £50 amendment administration charge payable, unless the estimated value of the works has increased in which case the fee appropriate to that value is payable.

If an application for building warrant has been registered and a request is later made to West Lothian Council to change the application to a staged application, as all information is not available, then the following procedure will apply.

- The warrant fee from the initial application shall be deemed to be the warrant fee for the initial stage covering whatever works are requested at the time of changing to a staged application.
- A separate staged amendment with appropriate £50 administration fee will then be required for all other works.

#### Discounted Fee

A warrant fee is discounted where certificates from approved certifiers of design are presented with the application, as below –

where one or more such certificates are presented with a warrant application, by –

- 10% for each certificate of design that covers the whole of any section of the functional standards, and
- 1% for each certificate covering a single item in any such section, up to a maximum of 5% for any one section;

all subject to a maximum discount of 60% of the warrant fee.

#### Note

- The discount is applied to the whole fee based on the value of work.
- The discount is applied where a late application for warrant is made.

#### Working Out Fee

Please note West Lothian Council may seek evidence for this figure, and make comparisons with established independent indices of building costs such as the B.C.I.S. published by the Royal Institution of Chartered Surveyors

The values are based on the current market values and not DIY costs.

#### Refund of Fee

When a completion certificate is accepted, a refund is available.

A refund of the original warrant fee (before any discounting) may be made where one or more certificates from an approved certifier of construction is presented, with a completion certificate submission, by

- 1% for each appropriate certificate covering a defined trade or installation, up to a maximum of 20%, but subject to a minimum refund of £20.

#### Note

- the refund is only made where a verifier has been informed of the intention to use the approved certifier of construction in relation to any certificate prior to the work being started on site
- the refund can only be paid to the applicant for the building warrant. If the relevant person submitting the completion certificate **IS NOT** the applicant then a refund is not payable.
- This precludes refunds where a late submission of completion certificate is made. However, a certificate from an approved certifier of design may accompany a submission of a completion certificate without warrant, and a discount of the fee is allowed for as in discounted fee section above.