

Wirral Council Building Control Services

Regeneration and Place Directorate

PO Box 290

Brighton Street

Wallasey

CH27 9FQ

Tel: 0151 691 8454

email: buildingcontrol@wirral.gov.uk**Guidance Notes:**

The charges set out below relate to the costs of providing miscellaneous & supplementary services associated with The Building Act 1984, Building Regulation 2010, Highways Act 1980, The Building Safety Act 2022.

1. Requests for service should be submitted via one of the following means:

- By email to buildingcontrol@wirral.gov.uk
- By post to the address above
- By telephone (0151 691 8455)

2. Payments can be made by the following means:

- By telephone using Credit/debit card
- Online payment facility: <https://www.wirral.gov.uk/make-payment>

Note: Requests will not be considered valid until the correct charge and any requested documentation has been received.

The Tables below set out supplementary and other charges in respect of providing services.

**Local Government Act 2003
MISCELLANEOUS CHARGES**

With effect from 1st October 2023

Table F - Building Control (other charges)				
Miscellaneous Charges				
		Charge		
		Net	Vat	Total
Pre-submission consultancy advice via electronic means specific to a future application.	Hourly charge or part thereof	£50.00	£10.00	£60.00
Process request to retrieve archived file, undertake research to reactivate application, further inspection(s) for the purposes of issuing a completion certificate in respect of a project, following a period of at least three years since the last inspection of the work.	Fixed Charge	£75.00	£15.00	£90.00
Issue copy of site inspection records.	Fixed Charge	£37.50.	£7.50	£45.00
Issue copy / regenerate Completion Certificate, Decision Notice or an associated letter.	Fixed Charge	£41.00	£0.00	£41.00
Pre-application site inspection to include single visit to premises and provide informal verbal advice, maximum 1hr duration.	Fixed Charge	£87.50	£17.50	£105.00
Site History Search - Research, retrieval, and examination of Building Regulation file/record to provide "search type" information from those records.	Per Hour or part thereof	£60.00	£0.00	£60.00
Administrative processing cost for withdrawing application and refunding Building Regulation pre-paid fees being subject to the status of the application and the advancement of the works.	Prior to commencement of plan appraisal	£60.00	£0.00	£60.00
	Subsequent to commencement of plan appraisal	IDC*		
Highways Act 1980				
		Charge		
		Net	Vat	Total
Issue of a Licence under the Highways Act 1980 in relation to the erection of scaffolding and/or hoardings placed on, and confined to, the pavement of adopted highways.	Permit required for 1 - 7 days	£80.00	£0.00	£80.00
	Permit required for 7 days - 1 month	£135.00	£0.00	£135.00
	Permit required for 1 - 3 months	£215.00	£0.00	£215.00
	Permit required for 3 - 6 months	£270.00	£0.00	£270.00

Building Act 1984 & Building Safety Act 2022					
		Charge			
		Net	Vat	Total	
Providing services on behalf of the Building Safety Regulator (BSR) in relation to Higher Risk Buildings (HRB's) as defined under the Building Safety Act 2022.	Hourly charge or part thereof	£75.00	£15.00	£90.00	
Issue of a demolition 'counter notice' under the Building Act 1984 - Section 81	Target Response within 15 working days	£180.00	£0.00	£180.00	
Costs associated with dangerous structures where formal action is undertaken under The Building Act 1984 - sections 77 or 78.	During normal daytime working hours - 9.00am to 5.00pm	Initial call out and first hour or part thereof	£60.00	£0.00	£60.00
		Each hour or part thereafter	£60.00	£0.00	£60.00
	At all other times	Initial call out and first hour or part thereof	£90.00	£0.00	£90.00
		Each hour or part thereafter	£90.00	£0.00	£90.00

* **IDC:** Individually determined charge, please contact us.