

Adur & Worthing Councils

Guidance on Building Regulation Charges with effect from 1st April 2026

The Charges for Building Regulations work are required to cover the cost of the Building Regulation Service with the exception of work which is carried out for the benefit of a disabled person where that work is charge exempt. There are two methods that the Authority may use to establish the charge for building work. These methods include either:

“Standard Charges” or “Individually Determined Charges”

Standard Charges

A majority of notifiable works within Adur & Worthing comprise **domestic** extensions, conversions and alterations to a **single dwelling**. The following table lists the relevant Standard Charges applicable for each type of domestic work item across three different Building Regulation application types.

| Work Type Item | Domestic Extensions | Full Plan Application | | Building Notice Charge | Regularisation Certificate Applications (VAT is not applicable) |
|----------------|--|------------------------|-------------------|------------------------|---|
| | | Plan Charge | Inspection Charge | | |
| 1 | Domestic extensions with an internal floor area up to 15m² | 252.30 | 588.69 | 1009.19 | 1051.23 |
| 2 | Domestic extensions with an internal floor area 15m² to 60m² | 326.46 | 761.74 | 1305.84 | 1360.25 |
| 3 | Domestic extensions with an internal floor area between 60m² and 100m² | 416.54 | 971.93 | 1666.10 | 1735.53 |
| 4 | Erection or extension of a non-exempt garage, domestic storage building or carport etc. | 201.16 | 469.37 | 804.64 | 838.16 |
| 5 | Detached building in curtilage of dwelling that includes habitable accommodation up to 100m ² | 272.94 | 636.87 | 1091.77 | 1137.26 |
| Work Type Item | Conversions | Full Plans Application | | Building Notice Charge | Regularisation Certificate Applications (VAT is not applicable) |
| | | Plan Charge | Inspection Charge | | |
| 6 | Loft conversion to a one or two storey dwelling not exceeding 100m² | 377.58 | 881.03 | 1510.33 | 1573.26 |
| 7 | Conversion of integral garage into habitable room(s) | 205.21 | 478.84 | 820.61 | 855.07 |

| Work Type Item | Cost of Other Domestic Work (re-roofing, underpinning, replacement fenestration renewable energy systems, thermal renovations, structural and material alterations, DIY electrical works requiring the Authority to appoint a PART P consultant to assess such works etc) | Full Plans Application | | Building Notice Charge | Regularisation Certificate Applications (VAT is not applicable) |
|----------------|---|------------------------|-------------------|------------------------|---|
| | | Plan Charge | Inspection Charge | | |
| 8 | Cost of work not exceeding £5,000 | 121.23 | 282.87 | 484.92 | 505.13 |
| 9 | Cost of work between £5,000 and £15,000 | 172.37 | 402.19 | 689.47 | 718.20 |
| 10 | Cost of work between £15,000 and £25,000 | 242.13 | 564.96 | 968.51 | 1008.87 |
| 11 | Cost of work between £25,000 and £50,000 | 320.01 | 746.70 | 1280.06 | 1333.39 |
| 12 | Cost of work between £50,000 and £100,000 | 537.76 | 1254.77 | 2151.04 | 2240.67 |

Explanatory notes:

Full Plans applications: The Plan Charge: This must be paid on the deposit of the plans with the council. This Plan Charge is subject to VAT (currently at 20%) and has already been applied to the above figures.

Full Plans applications: The Inspection Charge: This will be payable after the first inspection of the notifiable works has been undertaken on site. This inspection Charge is subject to VAT (currently at 20%) and has already been applied to the above figures.

Building Notice applications: This Charge must be paid when the Building Notice is deposited with the council. This Charge is subject to VAT (currently at 20%) and has already been applied to the above figures.

Regularisation Certificate applications: Should you make a Regularisation Certificate application to the council, (in respect of unauthorised building work commenced on or after 11th November 1985), you will pay a Charge in order to cover the cost of administering your application. Please note that the Charges for Regularisation Certificate applications are not subject to VAT.

Individually Determined Charges

Individually Determined Charges are relevant for larger and/or more complex schemes. These include:

- A Reversion Charge
- The Building Work is in relation to more than one building.
- Other Building Works for which there are no Standard Charges including:
 - Where the work involves building work more than 3 storeys above ground level or
 - Work consisting of the erection of a new dwelling(s) or
 - Work consisting of the erection of a new flat(s) or
 - Work consisting of two or more dwellings where there is a repeat of house/flat type designs or
 - Where an existing building is converted into a dwelling(s) or flat(s) or
 - Building work consisting of a domestic extension where the floor area exceeds 100m² or
 - Building work consisting of a non-exempt domestic garage, storage building or carport etc exceeding 30m² in floor area after construction
 - All loft conversions exceeding 100m² in floor area or greater than 3 storeys in height or
 - Building work (other than extensions) consisting of alterations to a domestic property where the estimated cost exceeds £100,000 or
 - All proposed Building Work consisting of or forming new **non-domestic** buildings, extensions or alterations or
 - Building work (other than extensions) consisting of alterations to a non-domestic property where the estimated cost exceeds £100,000 or
 - Where more than one standard charge applies to the building work and if requested by the relevant person, the authority will establish the charge by individually determining the charge.

If your intended building work is determined to require an Individually Determined Charge, you should e-mail Building Control at: building.control@adur-worthing.gov.uk preferably with 'request for building regulation charge' in the title of the e-mail and provide a description and plans of the intended work. We will contact you within 24 hours.

See:

- <https://www.adur-worthing.gov.uk/building-control/>
- <https://www.adur-worthing.gov.uk/building-control/fees/>