Royal Borough of Kensington and Chelsea

Building Regulations Charges Scheme No. 8A 2026

THE ROYAL BOROUGH OF KENSINGTON AND CHELSEA

Supplementary Charges Scheme 2026

No.8

Citation and commencement

1. This supplementary scheme made by the Mayor and Burgesses of the Royal Borough of Kensington and Chelsea ("the Council") may be cited as the Royal Borough of Kensington and Chelsea Building Regulations Charges Scheme No. 8A, 2026 ("Supplementary Charges Scheme"). It is proposed to take effect on 9 November 2026.

2. This Supplementary Charges Scheme is made under the Building (Local Authority Charges and Amendments Relating to Charging) (England) Regulations 2026 (SI 2026/1094) ("the Charges Regulations").

3. This Supplementary Charges Scheme supplements Charges Scheme No. 15, 2026, in respect of the additional chargeable statutory functions identified in this scheme. Except where expressly amended, charges for other building control services continue to be governed by the Council's applicable published charging arrangements. Annex A forms an integral part of this Supplementary Charges Scheme.

Interpretation

4. In this Supplementary Charges Scheme— "the Act" means the Building Act 1984, as amended; "the Council" means the Mayor and Burgesses of the Royal Borough of Kensington and Chelsea; "RBCA" means a registered building control approver; "chargeable function" means a function for which the Council may fix and recover a charge under the Charges Regulations; and "financial year" means the period of 12 months beginning on 1 April.

Authorisation to fix and recover charges

5. The Council is authorised, subject to and in accordance with the Charges Regulations, to fix and recover charges for or in connection with the performance of the additional statutory functions described in this scheme and its Annex A.

6. No charge is payable under this Supplementary Charges Scheme for a function unless and to the extent that such a charge is authorised by the Charges Regulations. Nothing in this scheme displaces an exemption, restriction, refund obligation or other requirement imposed by legislation.

Chargeable functions and advice

7. The functions to which Annex A relates include the statutory consideration of initial notices, amendment notices, plans certificates, final certificates, and transfer certificates and associated transfer reports submitted in accordance with the relevant building control legislation.

8. Other prescribed statutory functions, including those relating to reversions, demolition, defective premises, dangerous structures, enforcement and chargeable advice, may be charged in accordance with the Charges Regulations and the assessed-charge provisions of Annex A. An individually determined charge will be applied where the nature or extent of work cannot reasonably be established by a standard allowance.

Overriding objective in determining charges

9. The Council will set and review charges with the overriding objective that, taking one financial year with another, income from chargeable functions and advice should as nearly as possible equal the costs incurred in performing those functions and providing that advice.

10. The Council will review its charges and publish the statement of chargeable income, chargeable costs and any surplus or deficit in accordance with the requirements of the Charges Regulations.

Calculating charges

11. For the functions listed in Annex A the Council has used an hourly officer rate of £131.30 to calculate its proposed standard charges. This is the current Council hourly rate used for the additional charges in this supplementary scheme. The hourly rate is set each financial year.

12. The Council may determine individual charges by reference to the estimated officer time reasonably required, including administration, technical assessment, consultation, site visits, correspondence, records and other activity properly attributable to the chargeable function. Reasonably incurred specialist consultant costs may be included where permitted.

13. The standard allowances in Annex A represent an estimate of the work required and not an irreducible minimum. A charge may be varied or adjusted where the applicable statutory requirements so provide, including where the actual work differs from the estimate.

Payment of charges

14. Charges will be payable by the relevant person and at the time prescribed by the Charges Regulations for the function concerned. In the case of prescribed RBCA notices and certificates, the applicable charge is to accompany submission where the legislation so requires.

15. Any value added tax legally payable in respect of a charge must be paid in addition. The Council's proposed treatment of functions performed exclusively in its statutory regulatory capacity is outside the scope of VAT, subject to confirmation by the Council's Finance and VAT advisers. The issue of a statutory invoice is not, of itself, conclusive of VAT liability.

Refunds and supplementary charges

16. Where less chargeable work is undertaken than originally assessed, the Council will make any refund required by the Charges Regulations. Where additional chargeable work is required beyond the original estimate, a supplementary charge may be calculated and recovered to the extent permitted by those Regulations.

17. The Council will comply with the specific statutory refund requirements relating to prescribed decision periods for notices and certificates. Where a refund or supplementary charge is made, the Council will provide an explanation of the calculation.

Complaints about charges

18. A complaint concerning the determination of charges may be raised under the Council's complaints procedure. In the first instance, correspondence should be addressed to Building Control, Royal Borough of Kensington and Chelsea, Town Hall, Hornton Street, London W8 7NX.

Transitional provision

19. This Supplementary Charges Scheme applies only to functions becoming chargeable under it on or after its effective date and subject to the commencement and transitional provisions of the relevant legislation. Existing charges and work already subject to Charges Scheme No. 8 will continue to be dealt with under the applicable scheme and legislation.

Further information

20. Further information regarding the Council's building control charges is available from Building Control, Royal Borough of Kensington and Chelsea, Town Hall, Hornton Street, London W8 7NX. Telephone: 020 7361 3838. Email: building.control@rbkc.gov.uk.

Approval: Jago Williams, Head of Building Control

Signed: 

Dated: 02/11/2026.

ANNEX A

Additional statutory charges

The following charges are calculated using an hourly rate of £131.30. The amounts below exclude VAT; VAT is only payable where the relevant function is properly treated as a taxable supply.

Chargeable function	Charge
Initial Notice	£153.18
Transfer certificate and transfer report	£109.42
Final Certificate	£43.77
Amendment Notice	£43.77
Plans Certificate	£43.77

Where more than one notice or certificate is submitted, a separate charge will be calculated for each statutory consideration. Where work overlaps, the Council may assess a reduced combined charge in accordance with its cost-recovery objective.

Other statutory functions – assessed charges

Function	Method of charge
Advice relating to a particular chargeable case	Assessed officer time at £131.30 per hour, where permitted by the Charges Regulations.
Demolition notice functions	Individually assessed on officer time, includes technical review of information and site inspection(s).
Functions relating to defective premises or relevant statutory applications	Individually assessed on officer time; an initial 1 hour 30 minutes (£196.95) may be used as a quotation allowance where appropriate.
Reversion of RBCA-controlled work	Individually determined by reference to the remaining statutory building control work and permitted costs.
Dangerous structures and emergency statutory functions	Individually determined on recoverable officer time and eligible costs; separate statutory cost-recovery powers must not be duplicated.
Enforcement, notices, testing and other prescribed functions	Individually determined by reference to chargeable activity and subject to applicable statutory restrictions.
Complex statutory submissions or additional technical consultations	Individually determined by reference to the necessary and properly chargeable officer time.

Notes

1. The Council will not impose charges for functions falling outside the chargeable categories specified in the Charges Regulations.

2. Charges are calculated on the basis of estimated work and may be adjusted by way of refund or supplementary charge where the legislation requires or permits this.

3. Any charge for advice must comply with the rules applicable on the date the advice is given.

4. The exemption for qualifying building work solely required for disabled persons will apply wherever prescribed by the Charges Regulations.

5. The VAT treatment stated in this Annex is provisional pending Corporate Finance confirmation. No universal VAT classification is implied by the fact that a charge is statutory.

6. The £131.30 hourly rate is set out in the Council's published fees and charges schedule for FY2025/26