

The Building (Scotland) Fees Regulations 2004, as amended are set by Scottish Ministers and lay the fees required by Highland Council as verifier for their Local Authority area. The fee payable for building warrant submissions includes those for “late” building warrant submissions and completions submitted where no building warrant was obtained. The fee is a registration fee only therefore, is not subject to a refund once the application has been assessed and a first report issued. Should the need arise for an application to be withdrawn then a fee refund, minus £100 costs, can be arranged provided any assessment works have not commenced. Discounts on the fee payable are available at the application stage if the applicant elects to submit a Certificate of Design from an approved Certifier of Design or when notice is given on the application of the intention to provide a certificate from an approved Certifier of Construction that will accompany the completion certificate submission.

The Council refers to the established indices of building costs; **The Building Cost Information Surveys of Quarterly Review of Building Prices** (BCIS guide published by the RICS) to ensure normal market costs are used rather than any discounted costs which the applicant might be able to achieve. This provides the average cost in £/m² for works of different character. Where the fee submitted is incorrect the applicant will be advised to either adjust the fee or provide a breakdown of the proposed costs, provided by a certified chartered surveyor, for checking. The application may remain invalid and therefore not be processed until the costs are agreed.

Some examples of building prices from the BCIS Guide are listed below, to be used when determining a fair estimated cost of work. Multiplying the floor area of the proposed building by the relevant £/m² factor will provide an accurate construction cost. As follows: -

- ‘One-off’ housing – detached houses (ground and upper floors) = £2147/m² : Extensions £1882
- Flats – generally: - 2 to 5 storey construction = £1448/m²
- Estate Housing - generally: - 2 storey construction = £1230/m²
- Industrial – factories/offices/garages – mixed facilities = £1384/m²
- Offices – generally – non air conditioned = £1810/m²
- Shops – generally = £1426/m² : Supermarkets = £1633/m²
- Conversion of Non-Dom building to Domestic use eg forming Flats 1-2 storey = £1923/m². To form a single domestic unit = £2523/m²
- Conversion of attic/garage in a domestic building for increased domestic use = £1331/m²
- ‘One off’ domestic garages = £846/m² to £1396/m² eg (garages with WCs/stairs/floored etc)

Example:

To calculate the floor area of the building multiply the length by the breadth (measuring internal dimensions) eg; Length of ground floor = 12m. By the breadth = 8m: - Area of building = 12 x 8 = 96 m²

Assuming the building is a new ‘one off’ house: -

ground floor = 96 m² x £2147 = £206,112

for each additional upper storey of the same floor area add an additional £206,112

By referring to the table of fees below the estimated cost of a single storey house at £206,112; equates to a warrant fee of **£1,652** and for a 2 storey house costing £412,224 to construct the fee is **£2,682**

Table of Fees -

Value of work up to £100,000	Building Warrant Fee (No discounts applied)	Discounts available for providing a Certificate from an Approved Certifier - (fixed rates based on value of work up to £100,000)			
		Certificates of design (discount provided/ certificate)		Certificates of Construction (discount provided/ certificate)	
		Building Structure Scheme (SER)	Energy Scheme (BRE, RIAS)	Electrical Installations Scheme (NICEIC, SELECT)	Drainage, Heating and Plumbing Scheme (SNIPEF)
£	£	£	£	£	£
0 - 5,000	150	-30	-30	-15	-15
5,001 - 5,500	169	-40	-40	-15	-15
5,501 - 6,000	188	-40	-40	-15	-15
6,001 - 6,500	207	-40	-40	-15	-15
6,501 - 7,000	226	-40	-40	-15	-15
7,001 - 7,500	245	-40	-40	-15	-15
7,501 - 8,000	264	-40	-40	-15	-15
8,001 - 8,500	283	-40	-40	-15	-15
8,501 - 9,000	302	-40	-40	-15	-15
9,001 - 9,500	321	-40	-40	-15	-15
9,501 - 10,000	340	-40	-40	-15	-15
10,001 - 11,000	359	-50	-50	-20	-20
11,001 - 12,000	378	-50	-50	-20	-20
12,001 - 13,000	397	-50	-50	-20	-20
13,001 - 14,000	416	-50	-50	-20	-20
14,001 - 15,000	435	-50	-50	-20	-20
15,001 - 16,000	454	-60	-60	-25	-25
16,001 - 17,000	473	-60	-60	-25	-25
17,001 - 18,000	492	-60	-60	-25	-25
18,001 - 19,000	511	-60	-60	-25	-25
19,001 - 20,000	530	-60	-60	-25	-25
20,001 - 30,000	593	-80	-80	-30	-30
30,001 - 40,000	656	-80	-80	-30	-30
40,001 - 50,000	719	-80	-80	-30	-30
50,001 - 60,000	782	-100	-100	-35	-35
60,001 - 70,000	845	-100	-100	-35	-35
70,001 - 80,000	908	-100	-100	-35	-35
80,001 - 90,000	971	-100	-100	-35	-35
90,001 – 100,000	1034	-100	-100	-35	-35
100,001 – 120,000	1,137	-113.70	-113.70	-34.11	-34.11
120,001 – 140,000	1,240	-124.00	-124.00	-37.20	-37.20
140,001 – 160,000	1,343	-134.30	-134.30	-40.29	-40.29
160,001 – 180,000	1,446	-144.60	-144.60	-43.38	-43.38
180,001 – 200,000	1,549	-154.90	-154.90	-46.47	-46.47

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		Certificates of design (discount provided/ certificate)		Certificates of Construction (discount provided/ certificate)	
		Building Structure Scheme (SER)	Energy Scheme (BRE, RIAS)	Electrical Installations Scheme (NICEIC, SELECT)	Drainage, Heating and Plumbing Scheme (SNIPEF)
£	£	£	£	£	£
200,001 – 220,000	1,652	-165.20	-165.20	-49.59	-49.59
220,001 – 240,000	1,755	-175.50	-175.50	-52.65	-52.65
240,001 – 260,000	1,858	-185.80	-185.80	-55.74	-55.74
260,001 – 280,000	1,961	-196.10	-196.10	-58.83	-58.83
280,001 – 300,000	2,064	-206.40	-206.40	-61.92	-61.92
300,001 – 320,000	2,167	-216.70	-216.70	-65.01	-65.01
320,001 – 340,000	2,270	-227.00	-227.00	-68.10	-68.10
340,001 – 360,000	2,373	-237.30	-237.30	-71.19	-71.19
360,001 – 380,000	2,476	-247.60	-247.60	-74.28	-74.28
380,001 – 400,000	2,579	-257.90	-257.90	-77.37	-77.37
400,001 – 420,000	2,682	-268.20	-268.20	-80.46	-80.46
420,001 – 440,000	2,785	-278.50	-278.50	-83.55	-88.55
440,001 – 460,000	2,888	-288.80	-288.80	-86.64	-86.64
460,001 – 480,000	2,991	-299.10	-299.10	-89.73	-89.73
480,001 – 500,000	3,094	-309.40	-309.40	-92.82	-92.82
500,001 – 550,000	3,272	-327.20	-327.20	-98.16	-98.16
550,001 – 600,000	3,450	-345.00	-345.00	-103.50	-103.50
600,001 – 650,000	3,628	-362.80	-362.80	-108.84	-108.84
650,001 – 700,000	3,806	-380.60	-380.60	-114.18	-114.18
700,001 – 750,000	3,984	-398.40	-398.40	-119.52	-119.52
750,001 – 800,000	4,162	-416.20	-416.20	-124.86	-124.86
800,001 – 850,00	4,340	-434.00	-434.00	-130.20	-130.20
850,001 – 900,000	4,518	-451.80	-451.80	-135.54	-135.54
900,001 – 950,000	4,696	-469.60	-469.60	-140.88	-140.88
950,001 – 1,000,000	4,874	-487.40	-487.40	-146.22	-146.22
1,000,001 – 1,100,000	5,127	-512.70	-512.70	-153.81	-153.81
1,100,001 – 1,200,000	5,380	-538.00	-538.00	-161.40	-161.40
1,200,001 – 1,300,000	5,633	-563.30	-563.30	-168.99	-168.99
1,300,001 – 1,400,000	5,886	-588.60	-588.60	-176.58	-176.58
1,400,001 – 1,500,000	6,139	-613.90	-613.90	-184.17	-184.17
1,500,001 – 1,600,000	6,392	-639.20	-639.20	-191.76	-191.76
1,600,001 – 1,700,000	6,645	-664.50	-664.50	-199.35	-199.35
1,700,001 – 1,800,000	6,898	-689.80	-689.80	-206.94	-206.94
1,800,001 – 1,900,000	7,151	-715.10	-715.10	-214.53	-214.53

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Value of work up to £100,000	Building Warrant Fee (No discounts applied)	Discounts available for providing a Certificate from an Approved Certifier - (fixed rates based on value of work up to £100,000)			
		Certificates of design (discount provided/ certificate)		Certificates of Construction (discount provided/ certificate)	
		Building Structure Scheme (SER)	Energy Scheme (BRE, RIAS)	Electrical Installations Scheme (NICEIC, SELECT)	Drainage, Heating and Plumbing Scheme (SNIPEF)
£	£	£	£	£	£
1,900,001 – 2,000,000	7,404	-740.40	-740.40	-222.12	-222.12
2,000,001 – 2,100,000	7,657	-765.70	-765.70	-229.71	-229.71
2,100,001 – 2,200,000	7,910	-791.00	-791.00	-237.30	-237.30
2,200,001 – 2,300,000	8,163	-816.30	-816.30	-244.89	-244.89
2,300,001 – 2,400,000	8,416	-841.60	-841.60	-252.48	-252.48
2,400,001 – 2,500,000	8,669	-866.90	-866.90	-260.07	-260.07
2,500,001 – 2,600,000	8,922	-892.20	-892.20	-267.66	-267.66
2,600,001 – 2,700,000	9,175	-917.50	-917.50	-275.25	-275.25
2,700,001 – 2,800,000	9,428	-942.80	-942.80	-282.84	-282.84
2,800,001 – 2,900,000	9,681	-968.10	-968.10	-290.43	-290.43
2,900,001 – 3,000,000	9,934	-993.40	-993.40	-298.02	-298.02
3,000,001 – 3,100,000	10,187	-1018.7	-1018.7	-305.61	-305.61
3,100,001 – 3,200,000	10,440	-1044.00	-1044.00	-313.20	-313.20
3,200,001 – 3,300,000	10,693	-1069.30	-1069.30	-320.79	-320.79
3,300,001 – 3,400,000	10,946	-1094.60	-1094.60	-328.38	-328.38
3,400,001 – 3,500,000	11,199	-1119.90	-1119.90	-335.97	-335.97
3,500,001 – 3,600,000	11,452	-1145.20	-1145.20	-343.56	-343.56
3,600,001 – 3,700,000	11,705	-1170.50	-1170.50	-351.15	-351.15
3,700,001 – 3,800,000	11,958	-1195.80	-1195.80	-358.74	-358.74
3,800,001 – 3,900,000	12,211	-1221.10	-1221.10	-366.33	-366.33
3,900,001 – 4,000,000	12,464	-1246.40	-1246.40	-373.92	-373.92
4,000,001 – 4,100,000	12,717	-1271.70	-1271.70	-381.51	-381.51
4,100,001 – 4,200,000	12,970	-1297.00	-1297.00	-389.10	-389.10
4,200,001 – 4,300,000	13,223	-1322.30	-1322.30	-396.69	-396.69
4,300,001 – 4,400,000	13,476	-1347.60	-1347.60	-404.28	-404.28
4,400,001 – 4,500,000	13,729	-1372.90	-1372.90	-411.87	-411.87
4,500,001 – 4,600,000	13,982	-1398.20	-1398.20	-419.46	-419.46
4,600,001 – 4,700,000	14,235	-1423.50	-1423.50	-427.05	-427.05
4,700,001 – 4,800,000	14,488	-1448.80	-1448.80	-434.64	-434.64
4,800,001 – 4,900,000	14,741	-1474.10	-1474.10	-442.23	-442.23
4,900,001 – 5,000,000	14,994	-1499.40	-1499.40	-449.82	-449.82
5,000,001 – 5,100,000	15,247	-1524.70	-1524.70	-457.41	-457.41
5,100,001 – 5,200,000	15,500	-1550.00	-1550.00	-465.00	-465.00
5,200,001 – 5,300,000	15,753	-1575.30	-1575.30	-472.59	-472.59

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		Certificates of design (discount provided/ certificate)		Certificates of Construction (discount provided/ certificate)	
		Building Structure Scheme (SER)	Energy Scheme (BRE, RIAS)	Electrical Installations Scheme (NICEIC, SELECT)	Drainage, Heating and Plumbing Scheme (SNIPEF)
£	£	£	£	£	£
5,300,001 – 5,400,000	16,006	-1600.60	-1600.60	-480.18	-480.18
5,400,001 – 5,500,000	16,259	-1625.90	-1625.90	-487.77	-487.77
5,500,001 – 5,600,000	16,512	-1651.20	-1651.20	-495.36	-495.36
5,600,001 – 5,700,000	16,765	-1676.50	-1676.50	-502.95	-502.95
5,700,001 – 5,800,000	17,018	-1701.80	-1701.80	-510.54	-510.54
5,800,001 – 5,900,000	17,271	-1727.10	-1727.10	-518.13	-518.13
5,900,001 – 6,000,000	17,524	-1752.40	-1752.40	-525.72	-525.72
6,000,001 – 6,100,000	17,777	-1777.70	-1777.70	-533.31	-533.31
6,100,001 – 6,200,000	18,030	-1803.00	-1803.00	-540.90	-540.90
6,200,001 – 6,300,000	18,283	-1828.30	-1828.30	-548.49	-548.49
6,300,001 – 6,400,000	18,536	-1853.60	-1853.60	-556.08	-556.08
6,400,001 – 6,500,000	18,789	-1878.90	-1878.90	-563.67	-563.67
6,500,001 – 6,600,000	19,042	-1904.20	-1904.20	-571.26	-571.26
6,600,001 – 6,700,000	19,295	-1929.50	-1929.50	-578.85	-578.85
6,700,001 – 6,800,000	19,548	-1954.80	-1954.80	-586.44	-586.44
6,800,001 – 6,900,000	19,801	-1980.10	-1980.10	-594.03	-594.03
6,900,001 – 7,000,000	20,054	-2005.40	-2005.40	-601.62	-601.62
7,000,001 – 7,100,000	20,307	-2030.70	-2030.70	-609.21	-609.21
7,100,001 – 7,200,000	20,560	-2056.00	-2056.00	-616.80	-616.80
7,200,001 – 7,300,000	20,813	-2081.30	-2081.30	-624.39	-624.39
7,300,001 – 7,400,000	21,066	-2106.60	-2106.60	-631.98	-631.98
7,400,001 – 7,500,000	21,319	-2131.90	-2131.90	-639.57	-639.57
7,500,001 – 7,600,000	21,572	-2157.20	-2157.20	-647.16	-647.16
7,600,001 – 7,700,000	21,825	-2182.50	-2182.50	-654.75	-654.75
7,700,001 – 7,800,000	22,078	-2207.80	-2207.80	-662.34	-662.34
7,800,001 – 7,900,000	22,331	-2233.10	-2233.10	-669.93	-669.93
7,900,001 – 8,000,000	22,584	-2258.40	-2258.40	-677.52	-677.52
8,000,001 – 8,100,000	22,837	-2283.70	-2283.70	-685.11	-685.11
8,100,001 – 8,200,000	23,090	-2309.00	-2309.00	-692.70	-692.70
8,200,001 – 8,300,000	23,343	-2334.30	-2334.30	-700.29	-700.29
8,300,001 – 8,400,000	23,596	-2359.60	-2359.60	-707.88	-707.88
8,400,001 – 8,500,000	23,849	-2384.90	-2384.90	-715.47	-715.47
8,500,001 – 8,600,000	24,102	-2410.20	-2410.20	-723.06	-723.06
8,600,001 – 8,700,000	24,355	-2435.50	-2435.50	-730.65	-730.65
8,700,001 – 8,800,000	24,608	-2460.80	-2460.80	-738.24	-738.24
8,800,001 – 8,900,000	24,861	-2486.10	-2486.10	-745.83	-745.83

Table of Fees –

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		Certificates of design (discount provided/ certificate)		Certificates of Construction (discount provided/ certificate)	
		Building Structure Scheme (SER)	Energy Scheme (BRE, RIAS)	Electrical Installations Scheme (NICEIC, SELECT)	Drainage, Heating and Plumbing Scheme (SNIPEF)
£	£	£	£	£	£
8,900,001 – 9,000,000	25,114	-2511.40	-2511.40	-753.42	-753.42
9,000,001 – 9,100,000	25,367	-2536.70	-2536.70	-761.01	-761.01
9,100,001 – 9,200,000	25,620	-2562.00	-2562.00	-768.60	-768.60
9,200,001 – 9,300,000	25,873	-2587.30	-2587.30	-776.19	-776.19
9,300,001 – 9,400,000	26,126	-2612.60	-2612.60	-783.78	-783.78
9,400,001 – 9,500,000	26,379	-2637.90	-2637.90	-791.37	-791.37
9,500,001 – 9,600,000	26,632	-2663.20	-2663.20	-798.96	-798.96
9,600,001 – 9,700,000	26,885	-2688.50	-2688.50	-806.55	-806.55
9,700,001 – 9,800,000	27,138	-2713.80	-2713.80	-814.14	-814.14
9,800,001 – 9,900,000	27,391	-2739.10	-2739.10	-821.73	-821.73
9,900,001 – 10,000,000	27,644	-2764.40	-2764.40	-829.32	-829.32

- For every additional £100,000 to the value of work or part thereof, over £10m add an additional £253 to the fee.
- Discounts for Certifiers of Design eg SER and Energy apply 10% discount.
- Discounts for using Certifiers of Construction eg NICEIC/SELECT or SNIPEF apply 3% discount.

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Table 3 Table of fees - Amendments to warrant and other applications

Application Type	Fee
Application for building warrant for conversion only, that is without any building work	Fee is £150
Application for demolition only, that is where there are no immediate plans for rebuilding	Fee is £150
Application for amendment of warrant	a. where the new total estimated value is less than the original or is an increase of no more than £5,000 Fee is £100
	b. where the new total estimated value increases by more than £5,000 Fee is the amount for a building warrant of the same value as the increase. (That is, if the increase is £20,000, the fee will be £530).
Application for an amendment to warrant for demolition or conversion only	Fee is £100
Application to extend the period of validity of a warrant	Fee is £100

Where a late application for building warrant is made, or a completion certificate is submitted and there was no warrant obtained when there should have been, the fee is increased to cover the increased difficulty the verifier will have in establishing whether work that is already underway or completed complies with the plans, specifications and other information provided. The resulting fees are:

Table 4 Table of fees - Work started or completed without a building warrant

Application Type		Fee
Application for late building warrant, i.e. where work is already started:	a. application for a building warrant for the construction of a building or the provision of services, fittings and equipment in connection with a building (whether or not combined with an application for demolition)	Fee is 200% of the fee in tables of fees above
	b. application for warrant for demolitions only	Fee is £200
Submission of a completion certificate where no warrant was obtained for	a. the construction of a building or the provision of services, fittings or equipment (whether or not combined with an application for conversion or for demolition)	Fee is 300% of the fee in tables of fees above
	b. application for warrant for demolitions only or for conversion only	Fee is £300

A warrant fee is discounted where certificates from approved certifiers of design are presented with a warrant application, or before the building warrant is granted as below:

- 10% (or the fixed levels of discounts for values of work up to £100,000, indicated in the tables above) for each certificate that covers the whole of any section of the functional standards, and/or
- 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.

When a local agreement is in place between the verifier and the applicant for phased payment of the warrant fee, the discount should be due on all the payments, provided a certificate was submitted with, or the intended use confirmed on the warrant application form.

Note that the above discounts apply where a late application for warrant is made or a late completion certificate submitted, with the discount applied to the whole fee.

Discounts also apply to an application for amendment to warrant but only where the increase in the estimated value of works exceeds £5,000. This may be for a different design scheme or, in the case of staged warrants, may involve a new certificate. The discount is on the amendment fee (which will take into account any increased value or work) and not the original fee

A warrant fee is also discounted where it is stated at warrant application stage that one or more certificates from an approved certifier of construction will be presented with a completion certificate, as below:

- 3% (or the fixed levels of discount for values of work up to £100,000) for each certificate covering an approved scheme, or
- 20% for a single certificate covering the construction of the entire building all subject to a maximum discount of 20%.

Except when accompanying a late completion certificate, a discount is only applicable where a verifier has been informed of the intention to use the approved certifier of construction at warrant application stage, including late warrant applications.

The discounts in relation to both certificates of design and certificates of construction are based on the original warrant fee (before any discounting).

The fee is set at zero for works to alter or extend a dwelling to improve its suitability for use by a disabled occupant. The relief, therefore, is not for disabled people in general, it relates specifically to works to provide facilities for disabled people as defined in the building standards. This definition is a person with a physical, hearing or sight impairment which affects their mobility or their use of buildings.

The Equality Act 2010 replaced a range of anti-discrimination legislation, including the Disability Discrimination Act (DDA) and it carries forward the protection previously provided for disabled people by the DDA. Accordingly, the zero fee rating remains restricted to dwellings.

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