



<b>Subject:</b>	Building Regulation fees for applications including insulation
<b>Date:</b>	19 <sup>th</sup> January 2024
<b>Reporting Officer:</b>	Kate Bentley, Director of Planning and Building Control
<b>Contact Officer:</b>	Ian Harper, Building Control Manager

<b>Restricted Reports</b>									
<b>Is this report restricted?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>								
<p><b>Please indicate the description, as listed in Schedule 6, of the exempt information by virtue of which the council has deemed this report restricted.</b></p> <p>Insert number <input type="checkbox"/></p> <ol style="list-style-type: none"> <li>1. Information relating to any individual</li> <li>2. Information likely to reveal the identity of an individual</li> <li>3. Information relating to the financial or business affairs of any particular person (including the council holding that information)</li> <li>4. Information in connection with any labour relations matter</li> <li>5. Information in relation to which a claim to legal professional privilege could be maintained</li> <li>6. Information showing that the council proposes to (a) to give a notice imposing restrictions on a person; or (b) to make an order or direction</li> <li>7. Information on any action in relation to the prevention, investigation or prosecution of crime</li> </ol>									
<p><b>If Yes, when will the report become unrestricted?</b></p> <table style="width: 100%;"> <tr> <td style="width: 80%;">After Committee Decision</td> <td style="width: 20%;"><input type="checkbox"/></td> </tr> <tr> <td>After Council Decision</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Sometime in the future</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Never</td> <td><input type="checkbox"/></td> </tr> </table>		After Committee Decision	<input type="checkbox"/>	After Council Decision	<input type="checkbox"/>	Sometime in the future	<input type="checkbox"/>	Never	<input type="checkbox"/>
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Never	<input type="checkbox"/>								

<b>Call-in</b>	
<b>Is the decision eligible for Call-in?</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report/Summary of Main Issues</b>
1.1	To update the Committee on the waiving of Building Regulation inspection fees for those applications involving loft insulation which are not part of funded schemes or maintenance contracts.

<b>2.0</b>	<b>Recommendation</b>
2.1	<p>The Committee is asked to determine if:</p> <ol style="list-style-type: none"> <li>1. the exercise should continue beyond 30 November 2023 ; or</li> <li>2. the exercise should cease, on the basis of the lack of benefit to applicants being achieved as outlined in the report.</li> </ol>
<b>3.0</b>	<b>Main Report</b>
3.1	<p><u>Key Issues and current position</u></p> <p>The Committee agreed, at its meeting on 26 June 2023 to continue to waive Building Regulation inspection fees for those applications involving installation of insulation which were not part of funded schemes or maintenance contracts for a further 6 months, through to 30 November 2023.</p>
3.2	<p>The waiving of fees was carried out from the date of Council ratification on 1 December 2022 until 30 November 2023, subject to review.</p>
3.3	<p>From 1 December 2022 until 30 November 2023 the Building Control Service has analysed a series of reports. The analysis identified 1,498 building regulation applications that were received for the installation of loft insulation. Overall, the majority of applications were made through schemes, with 98 applicants potentially being eligible for a refund under this initiative. 95 of these were identified in the first 6 month period, with only 3 further potentially eligible applicants identified in the six month extension period. A covering letter and a declaration form were issued to each potentially eligible applicant.</p>
3.4	<p>To date, out of the 98 letters and declaration forms issued, 12 declaration forms were returned. Through further investigation none of these applicants were due a refund, as the work had either been carried out as part of a government funded scheme or once the notional cost of work for insulation (£400) was deducted from the estimate cost of works, the Building Regulation fee still applied for other works that had been carried out. The applicants were informed in writing.</p>
3.5	<p>Using this method of analysis and process to identify and contact any applicants who may have paid the fees outside of a scheme has therefore resulted in no refunds being issued to any applicant.</p>
3.6	<p><b><u>Energy Efficiency</u></b></p> <p>Building Control liaised with Corporate Communications and an article was placed in the winter edition of City Matters issued in November 2023. The article focuses on energy advice for your home and included a series of helpful links, sign posting to NIHE, NI Direct, Energy Saving Trust who have developed a range of advice and guidance in this area.</p>

3.7	<p><b><u>Financial and Resource Implications</u></b></p> <p>The method used in attempting to identify those applicants who may have paid their own fees, issuing of documentation, and dealing with follow up correspondence is labour intensive and undertaken outside existing duties.</p> <p><b><u>Equality or Good Relations Implications/Rural Needs Assessment</u></b></p>
3.8	<p>There are no equality, good relations, or rural needs issues identified.</p>
4.0	<p><b>Appendices - Documents Attached</b></p>
	<p>None</p>