

COVENTRY CITY COUNCIL

BUILDING REGULATION CHARGES SCHEME

1 October 2010

Statutory Instrument 2010 No 404



Coventry City Council

To be read in conjunction with the Building (Local Authority Charges) Regulations 2010

www.coventry.gov.uk

SCHEME FOR THE RECOVERY OF BUILDING REGULATION CHARGES

Definitions

The following definitions apply to this Charging Scheme and should be read in conjunction with the other clauses and tables which constitute the Charging Scheme:

‘Building’

Means any permanent or temporary building but not any other kind of structure or erection, and a reference to a building includes a reference to part of a building.

‘Building Notice’

Means a notice given in accordance with regulations 12(2)(A)(a) and 13 of the Building Regulations 2000 (as amended).

‘Building Work’ means:

- (a) the erection or extension of a building;
- (b) the provision or extension of a controlled service or fitting in or in connection with a building;
- (c) the material alteration of a building, or a controlled service or fitting;
- (d) work required by building regulation 6 (requirements relating to material change of use);
- (e) the insertion of insulating material into the cavity wall of a building;
- (f) work involving the underpinning of a building;
- (g) work required by building regulation 4A (requirements relating to thermal elements);
- (h) work required by building regulation 4B (requirements relating to a change of energy status);
- (i) work required by building regulation 17D (consequential improvements to energy performance);

‘Chargeable Function’ means a function relating to the following –

- (j) the passing or rejection of plans of proposed building work which has been deposited with the council in accordance with section 16 of the Building Act 1984 (as amended)
- (k) the inspection of building work for which plans have been deposited with the council in accordance with the Building Regulation 2000 (as amended) and with section 16 of the Building Act 1984 (as amended)
- (l) the consideration of a building notice which has been given to the council in accordance with the Building Regulations 2000 (as amended)
- (m) the consideration of building work reverting to the council under the Building (Approved Inspectors etc.) Regulations 2000 (as amended)

(n) the consideration of a regularisation application submitted to the council under regulation 21 of the Building Regulations 2000 (as amended).

‘Cost’ does not include any professional fees paid to an architect, quantity surveyor or any other person.

‘Dwelling’ includes a dwelling-house and a flat.

‘Dwelling-house’ does not include a flat or a building containing a flat.

‘Flat’ means a separate and self-contained premises constructed or adapted for use for residential purposes and forming part of a building from some other part of which it is divided horizontally.

‘Floor area of a building or extension’ is the total floor area of all the storeys which comprise that building. It is calculated by reference to the finished internal faces of the walls enclosing the area, or, if at any point there is no enclosing wall, by reference to the outermost edge of the floor.

‘Relevant Person’ means:

- a) in relation to a plan charge, inspection charge, reversion charge or building notice charge, the person who carries out the building work or on whose behalf the building work is carried out;
- b) in relation to a regularisation charge, the owner of the building; and
- c) in relation to chargeable advice, any person requesting advice for which a charge can be made

Principles of this Scheme

The set charges or method of establishing the charge have been established in this scheme for the functions prescribed in the Building (Local Authority Charges) Regulations 2010 (referred to as the chargeable functions), namely:

- A plan charge, payable when plans of the building work are deposited with the Local Authority.
- An inspection charge, payable on demand after the authority carry out the first inspection in respect of which the charge is payable.
- A building notice charge, payable when the building notice is given to the authority.
- A reversion charge, payable for building work in relation to a building: -
 1. Which has been substantially completed before plans are first deposited with the Authority in accordance with Regulation 20(2)(a)(i) of the Approved Inspectors Regulations, or
 2. In respect of which plans for further building work have been deposited with the Authority in accordance with the Regulation 20(3) of the Approved Inspectors Regulations, on the first occasion on which those plans are or have been deposited.

A regularisation charge, payable at the time of the application to the authority in accordance with Regulation 21 of the Building Regulations

- **Chargeable advice** – Local Authorities can make a charge for giving advice in anticipation of the future exercise of their chargeable functions (i.e. before an application or notice is received for a particular case), which is payable after the first hour of advice, on demand after the authority has given notice required by Regulation 7(7) of the Building (Local Authority) Charges Regulations 2010 (i.e. the charge has been confirmed in writing following an individual determination). This charge may be discounted from a subsequent application or notice received for the work in question.
- The above charges are payable by the '**relevant person**'.
- Any charge which is payable to the authority may, in a particular case, and with the agreement of the authority, be paid by installments of such amounts payable on such dates as may be specified by the authority. If the applicant and an authority are agreeable, an inspection charge can be fully or partly paid up front with the plans charge.
- The charge for providing a chargeable function or chargeable advice is based on the principle of achieving full cost recovery. The charges will be calculated by using the Council officers' average hourly rate stated in the charging scheme, multiplied by the time taken to carry out the functions/advice, taking the following factors into account, as applicable, in estimating the time required by officers to carry out the function/advice:
 1. The existing use of a building, or the proposed use of the building after completion of the building work;
 2. The different kinds of building work described in regulation 3(1)(a) to (i) of the Building Regulations;
 3. The floor area of the building or extension;
 4. The nature of the design of the building work and whether innovative or high risk construction techniques are to be used;
 5. The estimated duration of the building work and the anticipated number of inspections to be carried out;
 6. The estimated cost of the building work;
 7. Whether a person who intends to carry out part of the building work is a person mentioned in regulation 12(5) or 20B(4) of the Building Regulations (i.e. related to competent person/self certification schemes);
 8. Whether in respect of the building work a notification will be made in accordance with regulation 20A(4) of the Building Regulations (i.e. where design details approved by Robust Details Ltd have been used);
 9. Whether an application or building notice is in respect of two or more buildings or building works all of which are substantially the same as each other;
 10. Whether an application or building notice is in respect of building work, which is substantially the same as building work in respect of which plans have previously been deposited or building works inspected by the same local authority;

11. Whether chargeable advice has been given which is likely to result in less time being taken by a local authority to perform that function;
12. Whether it is necessary to engage and incur the costs of a consultant to provide specialist advice in relation to a particular aspect of the building work.

Principles of the scheme in respect of the erection of domestic buildings, garages, carports and extensions

Where the charge relates to an erection of a dwelling the charge includes for the provision of a detached or attached domestic garage or carport providing it is constructed at the same time as the dwelling.

Where any building work comprises or includes the erection of more than one extension to a building, the total floor areas of all such extensions may at the discretion of Coventry City Council Building Control be aggregated to determine the relevant charge payable, providing that the building work for all aggregated extensions is carried out at the same time.

Exemption from charges

The Authority has not fixed by means of its scheme, nor intends to recover a charge in relation to an existing dwelling that is, or is to be, occupied by a disabled person as a permanent residence; and where the whole of the building work in question is solely-

- a) for the purpose of providing means of access for the disabled person by way of entrance or exit to or from the dwelling or any part of it, or
- b) for the purpose of providing accommodation or facilities designed to secure the greater health, safety, welfare or convenience of the disabled person.

The council has not fixed by means of its scheme, nor intends to recover a charge for the purpose of providing accommodation or facilities designed to secure the greater health, safety, welfare or convenience of a disabled person in relation to an existing dwelling, which is, or is to be, occupied by that disabled person as a permanent residence where such work consists of-

- c) the adaptation or extension of existing accommodation or an existing facility or the provision of alternative accommodation or an alternative facility where the existing accommodation or facility could not be used by the disabled person or could be used by the disabled person only with assistance; or
- d) the provision of extension of a room which is or will be used solely-
 - (i) for the carrying out for the benefit of the disabled person of medical treatment which cannot reasonably be carried out in any other room in the dwelling, or
 - (ii) for the storage of medical equipment for the use of the disabled person, or
 - (iii) to provide sleeping accommodation for a carer where the disabled person requires 24-hour care.

The council has not fixed by means of its scheme, nor intends to recover a charge in relation to an existing building to which members of the public are admitted (whether on payment or otherwise); and where the whole of the building work in question is solely-

- a) for the purpose of providing means of access for disabled persons by way of entrance or exit to or from the building or any part of it; or
- b) for the provision of facilities designed to secure the greater health, safety, welfare or disabled persons.

Note: 'disabled person' means a person who is within any of the descriptions of persons to whom Section 29(1) of the National Assistance Act 1948, as extended by virtue of Section 8(2) of the Mental Health Act 1959, applied but disregarding the amendments made by paragraph 11 of Schedule 13 to the Children Act 1989. The words in section 8(2) of the Mental Health Act 1959 which extend the meaning of disabled person in section 29(1) of the National Assistance Act 1948, are prospectively repealed by the National Health Service and Community Care Act 1990, section 66(2), Schedule 10, as from a day to be appointed.

Information required to determine charges

If the authority requires additional information to enable it to determine the correct charge the authority can request the information under the provisions of regulation 9 of The Building (Local Authority Charges) Regulation 2010.

The standard information required for all applications is detailed on the authority's Building Regulation application forms. This includes the existing and proposed use of the building and a description of the building work.

Additional information may be required in relation to –
The floor area of the building or extension

- The estimated duration of the building work and the anticipated number of inspections to be carried out.
- The use of competent persons or Robust Details Ltd.
- Any accreditations held by the builder or other member of the design team.
- The nature of the design of the building work and whether innovative or high-risk construction is to be used.
- The estimated cost of the building work. If this is used as one of the factors in establishing a charge the 'estimate' is required to be such reasonable amount as would be charged by a person in business to carry out such building work (excluding the amount of any value added tax chargeable).

Establishing the Charge

The authority has established standard charges using the principles contained within The Building (Local Authority Charges) Regulation 2010. Standard charges are detailed in the following tables. In the tables below any reference to number of storeys includes each basement level as one-storey and floor areas are cumulative.

If the building work that you are undertaking is not listed as a standard charge it will be individually determined in accordance with the principles and relevant factors contained within The Building (Local Authority Charges) Regulation 2010. If the authority considers it necessary to engage and incur the costs of a consultant to provide specialist advice or services in relation to a particular aspect of building work, those costs shall also be included in setting the charge.

When the charge is individually determined the authority shall calculate the charge in the same way a standard charge was set by using the average hourly rate of officers' time, multiplied by the estimated time taken to carry out their building regulation functions in relation to that particular piece of building work and taking into account the applicable factors listed in regulation 7(5) of the charges regulations. Individually determined charges will be confirmed in writing specifying the amount of the charge and the factors that have been taken into account in determining the charge.

The building regulation charges may be individually determined in the following cases and the authority will state which factors in regulation 7(5) of the charges regulations it has taken into account in establishing an individually determined charge.

- A reversion charge
- The building work is in relation to more than one building
- Building work consisting of alterations to any use of building where the estimated cost exceeds £100,000
- The work consists of a non-domestic extension or new build and the floor area exceeds 200m²
- The work consists of a domestic garage with a floor area over 100m²
- The work consists of the erection or conversion of 21 or more dwellings
- The work consists of the erection or conversion of dwellings where the floor area of each dwelling exceeds 300m²
- Where more than one standard charge applies to the building work and, with the agreement of the relevant person, the authority will establish the charge by individually determining the charge
- Coventry City Council Building Control may individually determine the charge for any work subject to building control with the agreement of the 'relevant person'.

Other matters relating to calculation of charges

In calculating these charges, refunds or supplementary charges, an officer hourly rate of £55.00 + VAT has been used.

A typical site inspection has been based on 50 minutes, this equates to a fee of £45.80 pro rata.

Any charge payable to the authority shall be paid with an amount equal to any value added tax payable in respect of that charge.

Charges are not payable for the first hour when calculating an advice charge

Coventry City Council Building Control may agree to payment by installment in respect of all building work where the total charge exceeds £500. In all other cases, where payment has the potential to impact differentially for socio-economic reasons (e.g. income, wealth, employment status, geographical location (rural/urban, different wards, north/south), educational attainment levels, status etc), requests for payment by installments will be subject to a Fair Treatment Assessment. Where

payment by installment is agreed, CCBC will specify the amounts payable and dates on which installments are to be paid

Reductions

Where notification is made in accordance with regulation 20A(4) of the Principal Regulations at commencement of the work under Regulation 15(1), (i.e. where, for the purpose of achieving compliance with Requirement E1 of the Principal Regulations, design details approved by Robust Details Limited have been used) a refund may be made in relation to a set charge or individually assessed charge to reflect this.

The Council may make a reduction in a standard or individually determined charge when chargeable advice has been given before receipt of an application or notice for proposed building work, which is likely to result in less time being taken by the local authority to perform the chargeable function for that work.

When it is intended to carry out internal alterations, installation of fittings (excluding electrical work) and/or, structural alterations, ancillary to the building of the extension/loft conversion on a dwelling and at the same time then no charge will be made for that work.

Where in accordance with Regulation 7(5)(i) of the charges regulations an application or building notice is submitted in respect of two or more buildings or building works all of which are substantially the same as each other, a single plan fee will be payable for each building or building work of the same type.

Refunds and supplementary charges

If the basis on which the charge has been set or determined changes, the Council will refund or request a supplementary charge and provide a statement setting out the basis of the refund/supplementary charge and how it has been calculated.

The charges shown in the tables of standard charges have been set on the basis that work of a type listed in Schedule 2A and Regulation 12 (5), (Self-certification schemes and exemption from requirements to give building notice or deposit full plans) has been, or intends to be carried out by a person mentioned in regulation 12(5) or 20B(4) of the Principal Regulations in respect of that part of the work, (i.e. competent person/self-certification schemes or other defined non-notifiable work). Where this is not the case additional charges may be payable, based on the published officer hourly rate unless listed as a standard charge.

Non-Payment of a Charge

Your attention is drawn to Regulation 8(2) of the Building (Local Authority Charges) Regulations 2010, which explains that plans are not treated as being deposited for the purposes of Section 16 of the Building Act or building notices given unless the Council has received the correct charge. In other words, statutory timescales do not start until the agreed payment has been made. The debt recovery team of the authority will pursue any non-payment of a charge.

Complaints about Charges

If you have a complaint about the level of charges you should initially raise your concern with the relevant officer. The council has a comprehensive complaint handling process. If your complaint is not satisfactorily

responded to by the officer concerned, details of how to resolve your complaint is available on request and can be viewed on the council's web site at www.Coventry.gov.uk.

Transitional Provisions

The Council's scheme for the recovery of charges dated 1st January 2010 continues to apply in relation to building work for which plans were first deposited, a building notice given, a reversion charge becoming payable, or a regularisation application is made, between 1st January 2007 and 1st October 2010 (inclusive).

STANDARD CHARGES

Standard charges have been set by the Council on the basis that the building work does not consist of, or include, innovative or high risk construction techniques.

The charges have also been set on the basis that the design and building work is undertaken by a person or company that is competent to carry out the design and building work referred to in the standard charges tables, that they are undertaking. If not, the work may incur supplementary charges.

If chargeable advice has been given in respect of any of the work detailed in these tables and this is likely to result in less time being taken by the authority then a reduction to the standard charge may be made.

Plan and Inspection Charges

The plan charge and inspection charge are listed in the following tables.

Building Notice Charge

Where building work is of a relatively minor nature the Building Notice charge is the same as the total plan and inspection charge.

Reversion Charge

These charges will be individually determined

Regularisation Charge

The charge is listed in the following tables.

Table A**SCHEDULE 1:- Charges for small domestic buildings**

Number of Dwellings	FULL PLANS SUBMISSIONS				BUILDING NOTICES		REGULARISATION	ADDITIONAL FEES
	Plan Charge		Inspection Charge					Per Inspection
	Exc VAT £	Inc VAT £	Exc VAT £	Inc VAT £	Exc VAT £	Inc VAT £	£	
1.	220.00	258.50	274.00	321.95	494.00	580.45	592.80	45.80
2.	247.50	290.81	457.00	536.98	704.50	827.79	845.40	45.80
3.	302.50	355.44	594.00	679.95	896.50	1053.39	1075.80	45.80
4.	330.00	387.75	731.00	858.92	1061.00	1246.68	1273.20	45.80
5.	357.50	420.06	868.00	1019.90	1225.50	1439.96	1470.60	45.80
6.	385.00	452.38	1005.00	1180.88	1390.00	1633.25	1668.00	45.80
7.	412.50	484.69	1142.00	1341.85	1554.50	1826.54	1865.40	45.80
8.	440.00	517.00	1279.00	1502.82	1719.00	2019.82	2062.80	45.80
9.	467.50	549.31	1416.00	1663.80	1883.50	2213.11	2260.20	45.80
10.	495.00	581.62	1507.00	1770.72	2002.00	2352.35	2402.40	45.80
11.	522.50	613.94	1598.00	1877.65	2120.50	2491.59	2544.60	45.80
12.	550.00	646.25	1689.00	1984.58	2239.00	2630.83	2686.80	45.80
13.	577.50	678.56	1780.00	2091.50	2357.50	2770.06	2829.00	45.80
14.	605.00	710.88	1871.00	2198.42	2476.00	2909.30	2971.20	45.80
15.	632.50	743.19	1962.00	2305.35	2594.50	3048.54	3113.40	45.80
16.	660.00	775.50	2053.00	2412.28	2713.00	3187.78	3255.60	45.80
17.	687.50	807.81	2144.00	2519.20	2831.50	3327.01	3397.80	45.80
18.	715.00	840.12	2235.00	2626.12	2950.00	3466.25	3540.00	45.80
19.	742.50	872.44	2326.00	2733.05	3068.50	3605.49	3682.20	45.80
20.	770.00	904.75	2417.00	2839.98	3187.00	3744.73	3824.40	45.80

CHARGES WILL BE INDIVIDUALLY DETERMINED FOR MORE THAN 20 DWELLINGS OR IF THE FLOOR AREA OF A DWELLING EXCEEDS 300m²

NB: VAT is shown at current rate with exception of regularisation charge, which is VAT exempt.

Note – for 21 or more dwellings or if the floor area of a dwelling exceeds 300m² the charge is individually determined. For developments of less than 21 units, Coventry City Council Building Control may individually determine the charge with the agreement of the ‘relevant person’.

Self-certification schemes

An additional charge is payable when relevant building work of a type listed in Schedule 2A of the Building Regulations, has not been carried out by a person referred to in regulation 7(5) (g) or (h) of the Building (Local Authority Charges) Regulations 2010. This is in addition to the inspection charge, building notice charge or regularisation charge.

Sound testing and Robust Details Ltd

Where notification is made in accordance with regulation 20A(4) of the Principal Regulations at commencement of the work under Regulation 15(1), (i.e. where, for the purpose of achieving compliance with Requirement E1 of the Principal Regulations, design details approved by Robust Details Limited have been used) a refund may be made in relation to a set charge or individually assessed charge to reflect this.

The use of Part P registered electricians

In setting the standard inspection or Building Notice charge, it is assumed that any notifiable electrical work is carried out by a Part P registered electrician. A Part P registered electrician is a qualified electrician who is also a member of an accreditation body (Competent Person Scheme) to certify his work. If anyone other than a Part P registered electrician undertakes the electrical work, then an additional fee is payable to the Council to cover the cost of checking the electrical installation work.

Table B**SCHEDULE 2: Charges for certain small extensions and alterations**

Type of Work	FULL PLANS SUBMISSIONS				BUILDING NOTICES		REGULARISATION	ADDITIONAL FEES
	Plan Charge		Inspection Charge		Building Notice Charge			Per Inspection
	Exc VAT £	Inc VAT £	Exc VAT £	Inc VAT £	Exc VAT £	Inc VAT £	£	£
1. Erection or extension of a detached or attached building which consists of a garage or carport or both having a floor area not exceeding 100m² in total and intended to be used in common with an existing building, and which is not an exempt building.	110.00	129.25	137.50	161.56	247.50	290.81	297.00	45.80
2. Any extension of a dwelling the total floor area of which does not exceed 10m² including means of access and work in connection with that extension.	110.00	129.25	155.00	182.13	265.00	311.38	318.00	45.80
3. Any extension of a dwelling the total floor area of which exceeds 10m² but does not exceed 40m² including means of access and work in connection with that extension.	110.00	129.25	274.00	321.95	384.00	451.20	460.80	45.80
4. Any extension of a dwelling the total floor area of which exceeds 40m² but does not exceed 100m² including means of access and work in connection with that extension.	165.00	193.88	320.00	376.00	485.00	569.88	582.00	45.80

Works Relating Solely to Domestic Properties

	FULL PLANS SUBMISSIONS				BUILDING NOTICES		REGULARISATION	ADDITIONAL FEES
	Plan Charge		Inspection Charge		Building Notice Charge			
	Exc VAT £	Inc VAT £	Exc VAT £	Inc VAT £	Exc VAT £	Inc VAT £		Per Inspection
Replacement Windows in a Domestic Property	82.50	96.94	Included in plan charge	Included in plan charge	82.50	96.94	99.00	45.80
Domestic Electrical Work – Part P Installer with BS7671 Certificate	175.00	205.63	Included in plan charge	Included in plan charge	175.00	205.63	Not Applicable	45.80
Domestic Electrical Work – Non Certified Electrical Work	230.00	270.25	Included in plan charge	Included in plan charge	230.00	270.25	Not Applicable	45.80
The construction of 1 or 2 rooms in a roof in a domestic property with a floor area less than 50m².	110.00	129.25	229.00	269.08	339.00	398.33	406.80	45.80
Installation of cavity wall insulation or an unvented hot water system by persons other than an approved installer	90.00	105.75	Included in plan charge	Included in plan charge	90.00	105.75	108.00	45.80

NB: VAT is shown at current rate with exception of regularisation charge, which is VAT exempt.

There are two methods of establishing the charge for building work comprising domestic extensions and alterations:

- Standard charges, and
- Individually determined charges

The charges for the majority of domestic extensions and alterations are standard charges and are listed in Table B.

Where multiple extensions and/or multiple alterations are undertaken at the same time the Council may reduce the standard charge or individually determine the charge with the agreement of the 'relevant person'.

Any proposed work not listed as a standard charge will be individually determined.

Individually determined charges

This method of determining the charge mainly relates to larger schemes and includes the following types of building work:

- Building work that is in relation to more than one building
- Building work consisting of alterations to a domestic property (other than extensions) where the estimated cost exceeds £100,00
- Building work consisting of a domestic extension where the floor area exceeds 100m²
- Building work consisting of a non-exempt domestic garage or carport with a floor area over 100m²

Table C**SCHEDULE 3: Charges for other work****Works based on Estimated Cost**

Estimated Cost of £	FULL PLANS SUBMISSIONS				BUILDING NOTICES		REGULARISATION	ADDITIONAL FEES		
	Plan Charge		Inspection Charge		Building Notice Charge					
	Exc VAT £	Inc VAT £	Exc VAT £	Inc VAT £	Exc VAT £	Inc VAT £				
0 – 2000	100.00	117.50	Included in plan charge	Included in plan charge	100.00	117.50	120.00	45.80		
2,001-5,000	165.00	193.88			165.00	193.88	198.00	45.80		
5,001-6,000	43.50	51.10			174.00	204.43	208.80	45.80		
6,001-7,000	45.75	53.76			183.00	215.03	219.60	45.80		
7,001-8,000	48.00	56.40			192.00	225.60	230.40	45.80		
8,001-9,000	50.25	59.04			201.00	236.17	241.20	45.80		
9,001-10,000	52.50	61.69			210.00	246.75	252.00	45.80		
10,001-11,000	54.75	64.33			219.00	257.32	262.80	45.80		
11,001-12,000	57.00	66.98			228.00	267.91	273.60	45.80		
12,001-13,000	59.25	69.62			237.00	278.48	284.40	45.80		
13,001-14,000	61.50	72.26			246.00	289.05	295.20	45.80		
14,001-15,000	63.75	74.91			255.00	299.63	306.00	45.80		
15,001-16,000	66.00	77.55			264.00	310.20	316.80	45.80		
16,001-17,000	68.25	80.19			273.00	320.77	327.60	45.80		
17,001-18,000	70.50	82.83			282.00	331.34	338.40	45.80		
18,001-19,000	72.75	85.48			291.00	341.92	349.20	45.80		
19,001-20,000	75.00	88.13			300.00	352.51	360.00	45.80		
20,001 to 100,000	To £75.00 (exc VAT) add £2.00 (exc VAT) for each £1,000 (or Part thereof) over £20,000 up to £100,000 (see note 7)				To £225.00 (exc VAT) add £6.00 (exc VAT) for each £1,000 (or Part thereof) over £20,000 up to £100,000 (see note 7)		To £300.00 (exc VAT) add £8.00 (exc VAT) for each £1,000 (or Part thereof) over £20,000 up to £100,000 (see note 7)		To £360 add £9.60 for each £1000 (or Part thereof) over £20,000 upto £100,000	45.80

CHARGES WILL BE INDIVIDUALLY DETERMINED FOR PROJECTS OVER A VALUE OF £100,000

NB: VAT shown at current rate with exception of regularisation charge, which is VAT exempt.

Individually determined charges

Charges will be individually determined for projects over a value of £100,000

For projects of less than £100,000 in value, Coventry City Council Building Control may individually determine the charge with the agreement of the 'relevant person'.