

**Building Warrant  
Fee Information  
Effective from 1<sup>st</sup> April 2024**



### **Fees Regulations**

The Building (Fees) (Scotland) Regulations 2004 set the fees that are charged by verifiers for building warrant submissions, including those for “late” completion certificates and building warrant submissions. The discounts applicable when certificates of design or construction are submitted are also covered by these regulations. Details of the fees are set out in the table below, with the fees related to the ‘value of works’. In calculating the value of the works the applicant must use the normal market costs rather than any discounted costs which they might be able to achieve. For example, even if the labour was unpaid because it is a self-build project the value of the building work should still include a fair assessment of the value of labour had commercial contractors undertaken the work. The cost of verifying compliance is the same in both cases, indeed it may even be higher in a self-build project, so it is considered equitable that the warrant fee should be calculated on the same basis.

If the verifier feels the estimate of value provided by the applicant is incorrect, they may check the amount by reference to established indices of building costs, for example the **RICS Building Cost Information Surveys of Tender Prices**. This provides the mean, lowest and highest prices in £/m<sup>2</sup> for works of different character. It also provides a modifier which can be applied to reflect geographical variations throughout Scotland.

Examples of the anticipated estimated value of works in £/m<sup>2</sup> for common construction developments undertaken in the Orkney Islands include:

- ‘One-off’ housing – generally detached houses including extensions to houses = £1,917/m<sup>2</sup> (relevant to ground and upper floor levels with a 0.75 modifier applied to the top-most floor area in 1½ storey houses, i.e. room in the roof)
- Flats – generally - 1 to 2 storey construction = £1,573/m<sup>2</sup>
- Offices – generally - £1,815/m<sup>2</sup>
- Construction of industrial – factories/offices/garages – mixed facilities = £1,522/m<sup>2</sup>
- Construction of shops – generally = £1,567/m<sup>2</sup>
- Rehabilitation/Conversions/Alterations to housing = £1,210/m<sup>2</sup>
- ‘One-off’ garages (domestic) = £864/m<sup>2</sup>
- General purpose agricultural buildings = £423/m<sup>2</sup>, or in line with the SAC – Farm Management Handbook.
- Slatted court agricultural buildings = £805/m<sup>2</sup>, or in line with the SAC – Farm Management Handbook.

Examples of how to calculate the building warrant fee to construct houses of different character, having a 96m<sup>2</sup> gross internal ground floor area are shown below:

Single Storey 96m<sup>2</sup> x £1,917 = £184,032 ECW = **£1,763 building warrant fee**

Two Storey – Ground floor 96m<sup>2</sup> and 1<sup>st</sup> Floor 96m<sup>2</sup> = 192m<sup>2</sup>  
192 x £1,917 = £368,064 ECW = **£2,816 building warrant fee**

1½ Storey - Ground floor 96m<sup>2</sup> x £1,917 = £184,032 ECW  
1<sup>st</sup> floor 64m<sup>2</sup> x £1,917 x 0.75 = £92,016 ECW  
Total ECW = £276,048 = **£2,231 building warrant fee**

The fee is set at zero for works to alter or extend a dwelling to improve its suitability for use by a disabled occupant. If the verifier believes the value of the works should be higher than stated, the verifier can refuse to consider the warrant application unless the value is increased, and the appropriate fee paid.

The current Table of Fees is available overleaf:

## 3.15 Tables of fees

**3.15.1** The fees and discounts available for building warrants for the construction of a building or for the provision of services, fittings or equipment in connection with a building (whether or not combined with a warrant for conversion or an application for demolition) is as per the following tables. (Note that the fees for late building warrant and completion certificates where no warrant was obtained are subject to higher level of fees).

**Table 1a: Table of Fees - Value of works between £0 - £100,000**

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	200	40	40	20	20
5,001 - 5,500	219	50	50	20	20
5,501 - 6,000	238	50	50	20	20
6,001 - 6,500	257	50	50	20	20
6,501 - 7,000	276	50	50	20	20
7,001 - 7,500	295	50	50	20	20
7,501 - 8,000	314	50	50	20	20
8,001 - 8,500	333	50	50	20	20
8,501 - 9,000	352	50	50	20	20
9,001 - 9,500	371	50	50	20	20
9,501 - 10,000	390	50	50	20	20
10,001 - 11,000	412	60	60	25	25
11,001 - 12,000	434	60	60	25	25
12,001 - 13,000	456	60	60	25	25
13,001 - 14,000	478	60	60	25	25
14,001 - 15,000	500	60	60	25	25
15,001 - 16,000	522	70	70	30	30
16,001 - 17,000	544	70	70	30	30
17,001 - 18,000	566	70	70	30	30
18,001 - 19,000	588	70	70	30	30
19,001 - 20,000	610	70	70	30	30
20,001 - 30,000	681	90	90	35	35
30,001 - 40,000	752	90	90	35	35
40,001 - 50,000	823	90	90	35	35

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)
50,001 - 60,000	894	110	110	40	40
60,001 - 70,000	965	110	110	40	40
70,001 - 80,000	1,036	110	110	40	40
80,001 - 90,000	1,107	110	110	40	40
90,001 - 100,000	1,178	110	110	40	40

**Table 1b: Table of Fees - Value of works £100,001 and above**

Value of work £100,001 and above £	Building Warrant Fee (no discounts applied) £	Discounts available for providing a Certificate from an Approved Certifier - (percentage for value of work £100,001 and above)			
		Certificates of design (10% discount/certificate)		Certificates of Construction (3% discount/certificate)	
		Building Structure Scheme (SER)	Energy Scheme (BRE, RIAS)	Electrical Installations Scheme (NICEIC, SELECT)	Drainage, Heating and Plumbing Scheme (SNIPEF)
100,001 - 120,000	1,295.00	129.50	129.50	38.85	38.85
120,001 - 140,000	1,412.00	141.20	141.20	42.36	42.36
140,001 - 160,000	1,529.00	152.90	152.90	45.87	45.87
160,001 - 180,000	1,646.00	164.60	164.60	49.38	49.38
180,001 - 200,000	1,763.00	176.30	176.30	52.89	52.89
200,001 - 220,000	1,880.00	188.00	188.00	56.40	56.40
220,001 - 240,000	1,997.00	199.70	199.70	59.91	59.91
240,001 - 260,000	2,114.00	211.40	211.40	63.42	63.42
260,001 - 280,000	2,231.00	223.10	223.10	66.93	66.93

Value of work £100,001 and above £	Building Warrant Fee (no discounts applied) £	Discounts available for providing a Certificate from an Approved Certifier - (percentage for value of work £100,001 and above)			
		Certificates of design (10% discount/certificate)		Certificates of Construction (3% discount/certificate)	
		Building Structure Scheme (SER)	Energy Scheme (BRE, RIAS)	Electrical Installations Scheme (NICEIC, SELECT)	Drainage, Heating and Plumbing Scheme (SNIPEF)
280,001 - 300,000	2,348.00	234.80	234.80	70.44	70.44
300,001 - 320,000	2,465.00	246.50	246.50	73.95	73.95
320,001 - 340,000	2,582.00	258.20	258.20	77.46	77.46
340,001 - 360,000	2,699.00	269.90	269.90	80.97	80.97
360,001 - 380,000	2,816.00	281.60	281.60	84.48	84.48
380,001 - 400,000	2,933.00	293.30	293.30	87.99	87.99
400,001 - 420,000	3,050.00	305.00	305.00	91.50	91.50
420,001 - 440,000	3,167.00	316.70	316.70	95.01	95.01
440,001 - 460,000	3,284.00	328.40	328.40	98.52	98.52
460,001 - 480,000	3,401.00	340.10	340.10	102.03	102.03
480,001 - 500,000	3,518.00	351.80	351.80	105.54	105.54
500,001 - 550,000	3,720.00	372.00	372.00	111.60	111.60
550,001 - 600,000	3,922.00	392.20	392.20	117.66	117.66
600,001 - 650,000	4,124.00	412.40	412.40	123.72	123.72
650,001 - 700,000	4,326.00	432.60	432.60	129.78	129.78
700,001 - 750,000	4,528.00	452.80	452.80	135.84	135.84
750,001 - 800,000	4,730.00	473.00	473.00	141.90	141.90
800,001 - 850,000	4,932.00	493.20	493.20	147.96	147.96
850,001 - 900,000	5,134.00	513.40	513.40	154.02	154.02

Value of work £100,001 and above £	Building Warrant Fee (no discounts applied) £	Discounts available for providing a Certificate from an Approved Certifier - (percentage for value of work £100,001 and above)			
		Certificates of design (10% discount/certificate)		Certificates of Construction (3% discount/certificate)	
		Building Structure Scheme (SER)	Energy Scheme (BRE, RIAS)	Electrical Installations Scheme (NICEIC, SELECT)	Drainage, Heating and Plumbing Scheme (SNIPEF)
900,001 - 950,000	5,336.00	533.60	533.60	160.08	160.08
950,001 - 1,000,000	5,538.00	553.80	553.80	166.14	166.14
And for every £100,000 or part thereof, over £1 million	Add £287	10% of fee	10% of fee	3% of fee	3% of fee

- 3.15.2** Application for building warrant for conversion only, that is without any building work – Fee is £200
- 3.15.3** Application for demolition only, that is where there are no immediate plans for rebuilding – Fee is £200
- 3.15.4** 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 £150
- 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 £610).
- 3.15.5** Application for an amendment to warrant for demolition or conversion only – Fee is £150
- 3.15.6** Application to extend the period of validity of a warrant – Fee is £150
- 3.15.7** 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 detailed below.
- 3.15.8** 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 £250

<b>3.15.9</b>	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 the same as for a late application for building warrant of the same value of works, that is 300% of the fee in tables of fees above
	b. application for warrant for demolitions only or for conversion only –	Fee is £400

**3.15.10.** 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.

**3.15.11.** 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.

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