

Building Safety Levy Charging Information (Commencement Stage)

To be submitted where Building Safety Levy information is required and forms part of the commencement stage requirements for the applicable building control route. Attach all evidence and list this in the Evidence Register (Section B4). Please return the completed form and supporting information to admin@ebcsltd.co.uk

Information required	Applicant response
Building Regulation application reference (if known)	
Site address	
Named client	
Named client contact (address / phone / email)	
Commencement notice date (submitted)	

B1. Levy charging conditions statement

- ☐ Levy charging conditions are met (provide C2–C4 and evidence).
- ☐ Levy charging conditions are not met (provide applicable planning information, explanation, and evidence).
- ☐ A statement and evidence have already been provided previously in relation to this building work (identify what/when).

B2. Exempt dwellings statement (regulation 8(1) categories)

State the number of dwellings (if any) to be provided that fall within each category. Supporting evidence should be provided where applicable:

Category	Number of dwellings
Social housing	
Supported housing	
Exempt accommodation	

B3. Applicable planning information (as at commencement)

Provide the applicable planning information required at commencement, including the Local Planning Authority and relevant planning references, prior approvals, phases and dates (or confirm previously provided information remains correct).

B4. Evidence register

List all evidence provided (permissions/prior approvals, drawings, floorspace schedules, exemption evidence, prior determinations, etc.).

Item	Document title / reference	Date	What this evidence supports

C1. Previous development condition statement

- ☐ Previous development condition is met (permitted development route OR previously developed site).
- ☐ Previous development condition is not met.
- ☐ Not sure / requires collecting authority assessment (explain).

Explanation / evidence summary (if needed):

C2. Floorspace information on completion (GIA in m²; rounded to nearest whole number)

Ordinary residential dwellings:

Building/block	Unit/plot	Dwelling type	GIA (m ²)	Exemption category (if any)

PBSA (if applicable):

Building/block	Bedspaces	GIA (m ²)	Notes

C3. Communal space for residents (if any)

For each communal area: categorise as 11(1)(a) (residents only) or 11(1)(b) (mixed benefit). For 11(1)(b), provide the unit-level GIA breakdown required.

Area name	GIA (m ²)	Category (a)/(b)	Relevant residential units GIA (b)(i)	Other units GIA (b)(ii)	Notes

C4. Baseline floorspace (only if the building was already a relevant residential building at time of application)

Complete where baseline floorspace is required for chargeable floorspace calculations (see Regulation 17 of the Building Safety Levy (England) Regulations 2025).

Building/unit	Baseline category (dwelling/PBSA/communal)	Baseline GIA (m ²)	Notes

Applicants should refer to the [Building Safety Levy Guidance](#) and [Building Safety Levy \(England\) Regulations 2025](#) when completing this form.

Please return the completed form and direct any Building Safety Levy enquiries to:
building-safety-levy@elmbridge.gov.uk