

West Oxfordshire District Council

Fees and Charges

2020/2021

Planning Services

Appendix C

	2019/2020 Basic Charge £ p	2020/2021 Basic Charge £ p	VAT £ p	2020/2021 Total charge £ p	VAT Status
General Administration					
Access to Information/Inspection of Background Documents					
a Charge per document (after Committee date)	0.60	0.65	-	0.65	Non Business
b Where documents are listed under a general description (after Committee date)	5.70	5.85	-	5.85	Non Business
c During 5 days prior to Committee date only					
<i>Note: Members of the public may only inspect background documents 3 days prior to Committee date or thereafter.</i>					
Administration Charge for Services Rendered	30 percent	30 percent		30 % + VAT	Standard
Minutes/Agendas Per Annum	182.40	186.95	37.39	224.34	Standard
Single Agenda	4.80	4.90	0.98	5.88	Standard
Parish/Town Councils Per Annum	19.90	20.40	4.08	24.48	Standard
Libraries				Free	
Dye-line Prints (Any type, with due regard to copyright restrictions)					
A2 Size	7.55	7.75	1.55	9.30	Standard
A1 Size	9.50	9.75	1.95	11.70	Standard
From Paper Roll Larger than A1 Size	12.20	12.50	2.50	14.99	Standard
Photocopying - (per sheet)					
A4 size and foolscap	0.15	0.15	0.03	0.18	Standard
A3 size	0.15	0.15	0.03	0.18	Standard
A4 & A3 Colour Copies	0.30	0.30	0.06	0.36	Standard
Local Plan	61.80	20.00	-	20.00	Zero-rated

Planning Services

Appendix C

	2019/2020	2020/2021	2020/2021	
	Basic Charge £ p	Basic Charge £ p	VAT £ p	Total Charge £ p
Planning Applications – Maps Up to 6 maps (one charge for the set): 1:500 scale* plus admin fee #	3.90 10.40	4.00 10.65	- 2.13	4.00 12.78
1:1250 scale* plus admin fee #	13.80 10.10	14.15 10.35	- 2.07	14.15 12.42
1:2500 scale* plus admin fee #	57.20 10.40	58.65 10.65	- 2.13	58.65 12.78
*All maps are provided by the National maps Centre and are subject to change if the O.S. increase their fees # Only one admin fee is charged regardless of the number of maps purchased.				
Planning Applications – Weekly Press Lists	174.30	178.65	35.73	214.38
Planning Decision Notices Notice requested	10.40	10.65	2.13	12.78
Section 52 Agreement Per copy of Agreement	19.00	19.50	3.90	23.39
Section 106 Agreements Per copy of Agreement	16.80	17.20	3.44	20.64
Compilation of Agreement. Minimum charge increased at Officer's discretion				
Tree Preservation Orders Per copy of order	16.30	16.70	3.34	20.04
Valuation Fee	At Cost		-	At Cost

Planning application fees are set by central government. Use this link to CLG planning portal.
 please note these fees will rise by 20% from 17th January 2018

http://ecab.planningportal.co.uk/uploads/english_application_fees.pdf

Planning Services

Appendix C

	2019/2020 Basic Charge £ p	2020/2021 Basic Charge £ p	VAT £ p	2020/2021 Total Charge £ p	VAT Status
Local Search Fees					
Con29 only	122.66	144.20	25.02	150.14	Standard
Each additional enquiry (own questions)	19.28	20.45	4.09	24.54	Standard
Each extra parcel of land (no VAT applied of LLC1 only)	20.60	21.85	4.37	26.22	Standard
Each optional standard question, except question 4, 5 and 22	16.01	17.00	3.40	20.40	Standard
Each optional standard question 4	21.42	22.75	4.55	27.30	Standard
Each optional standard question 5	19.28	20.45	4.09	24.54	Standard
LLC1 search only	12.80	13.60	-	13.60	Non Business

Local Search fees from 1/1/17 are subject to Standard Rated VAT

Pre Application Planning Advice

Service	Written Advice	Meeting & Written Advice
1-2 dwellings less than 0.5ha (outline) less than 500m ² floorspace Change of use	£166 + VAT	£332 + VAT Meeting up to 1 hour Each additional meeting £166 per hour
3-14 dwellings 0.5-0.99ha (outline) 500-999m ² floorspace	£332 + VAT	£665 + VAT Meeting up to 1 hour Each additional meeting £166 per hour
15-100 dwellings 1-3.0 ha (outline) 1000-2999m ² floorspace	£665 + VAT	£1329 + VAT Meeting(s) up to 2 hours Each additional meeting £173 per hour
More than 100 dwellings or 3.0ha (outline) or 3000m ² floorspace	£1329 + VAT	£2660 + VAT Meeting(s) up to 3 hours Each additional meeting £166 per hour
Strategic Development sites.	N/A	Meetings held in the context of an emerging Development Plan as an intrinsic part of the decision as to whether to allocate the site or not will be free. At the point detailed site/design matters are discussed a fee of £2719 + VAT is payable to cover a further 3 hours of meetings. Each additional meeting £166 per hour.
Design Supplement.	£55 + VAT	For all non-Listed Building enquiries where a design input is required before a response can be made. This does not apply to enquiries relating solely to applications for listed building consent.
Advertisement Consent.	£166 + VAT	£221 + VAT
Informal quick responses.	N/A	An e-mail description of the proposals along with payment of the £ 28 fee will be required. An informal response will be given by phone or e-mail within 3 working days of receipt. No meetings/ letters will be produced.
Season Ticket.	N/A	Regular developers, agents or landowners may wish to negotiate a "season ticket" where, upon payment of an up front fee to cover the estimated cost of enquiries likely to be made during the coming year the need to complete the forms and payments for each enquiry can be avoided NB if the estimate is materially exceeded subsequent meetings will be charged at the standard rates above.
Solicitor/agent: letters requiring confirmation that conditions have been discharged or satisfied.	£166 + VAT	N/A

Resources

	2019/2020 Basic Charge £ p	2020/2021 Basic Charge £ p	VAT £ p	2020/2021 Total Charge £ p	VAT Status
Administration					
Freedom of Information enquiries (charge per hr for search costs over the £450 'Appropriate Limit')	25.00	25.00	-	25.00	Non Business
Freedom of Information photocopying - per sheet	0.14	0.14	0.03	0.17	Standard
Summons Costs - Council Tax/NNDR					
Council Tax - Summons on application for Liability Order	65.00	65.00	-	65.00	Non Business
Council Tax - Costs of Liability Order hearing	45.00	45.00	-	45.00	Non Business
NNDR - Summons on application for Liability Order	75.00	75.00	-	75.00	Non Business
NNDR - Costs of Liability Order hearing	45.00	45.00	-	45.00	Non Business
* As approved by the Magistrates Court					
Miscellaneous properties					
Garage rents	10.60	12.00	2.40	14.40	Standard

Community Safety & Licensing

All the highlighted areas are subject to review by ERS.

Appendix C

	2019/2020		2020/2021		VAT		2020/2021		VAT Status
	Basic Charge	£ p	Basic Charge	£ p	£	p	Total Charge	£ p	
Licences									
Scrap Metal Licence (Site or Collector)			543.20		-		543.20		Non Business
Renewal (Site or collection)			543.20		-		543.20		Non Business
Variation (including change of site Manager)			60.00		-		60.00		Non Business
Variation (other)			44.38		-		45.30		Non Business
Sex Establishments									
Grant of Annual Licence			962.22		-		981.45		Non Business
Rents & Hired Facilities									
Street Trading:									
Grant of Annual Consent									
Witney & Chipping Norton			2,623.87		-		2,676.35		Non Business
Carterton, Eynsham & Woodstock			1,754.19		-		1,789.25		Non Business
Grant of 3 month Consent									
Witney & Chipping Norton			781.99		-		797.65		Non Business
Carterton, Eynsham & Woodstock			563.09		-		574.35		Non Business
Grant of daily consent									
Witney & Chipping Norton			60.93		-		62.15		Non Business
Carterton, Eynsham & Woodstock			60.93		-		62.15		Non Business
Charitable/Community Applications			25.58		-		26.10		Non Business
Markets:									
Chipping Norton									
per day per 10' frontage or pro-rata			21.33		-		21.75		Exempt
per day casual			29.69		-		30.30		Exempt
plus per canopy, per pitch, per day			3.14		-		3.20		Exempt
Witney									
per day per 10' frontage or pro-rata			22.27		-		22.70		Exempt
per day casual			30.16		-		30.75		Exempt
plus per canopy, per pitch, per day			3.14		-		3.20		Exempt
Farmers Market - per site			332.75		-		339.40		Exempt
Fairs									
Chipping Norton Mop Fair			5,000.00		-		5,125.00		Exempt
Woodstock Fair			2,500.00		-		2,565.00		Exempt

Community Safety & Licensing

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Premises Licences

*Events that exceed 5,000 people will be liable for an additional fee to be charged on an application for a premises licence authorising the event.

Number of people	2019/2020		2020/2021		2020/2021		VAT Status
	Basic Charge £ p	VAT £ p	Basic Charge £ p	VAT £ p	Basic Charge £ p	Total Charge £ p	
5,000-9,999	1,000.00	-	1,000.00	-	1,000.00	1,000.00	Non Business
10,000-14,999	2,000.00	-	2,000.00	-	2,000.00	2,000.00	Non Business
15,000-19,999	4,000.00	-	4,000.00	-	4,000.00	4,000.00	Non Business
20,000-29,999	8,000.00	-	8,000.00	-	8,000.00	8,000.00	Non Business
30,000-39,999	16,000.00	-	16,000.00	-	16,000.00	16,000.00	Non Business
40,000-49,999	24,000.00	-	24,000.00	-	24,000.00	24,000.00	Non Business
50,000-59,999	32,000.00	-	32,000.00	-	32,000.00	32,000.00	Non Business
60,000-69,999	40,000.00	-	40,000.00	-	40,000.00	40,000.00	Non Business
70,000-79,999	48,000.00	-	48,000.00	-	48,000.00	48,000.00	Non Business
80,000-89,999	56,000.00	-	56,000.00	-	56,000.00	56,000.00	Non Business
90,000 and over	64,000.00	-	64,000.00	-	64,000.00	64,000.00	Non Business

Note: Fees are determined by Government

Community Safety & Licensing (Licensing Act 2003)

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Appendix C

Premises Licences

Fees relating to applications for premises licences, club premises certificates, variations,

(but not changes of name and address etc or changes of designated premises supervisor) the conversion of existing licences, and conversion/variations should be graduated using five bands as shown:

	2019/2020		2020/2021		VAT		2020/2021		VAT Status
	Basic Charge £ p	Basic Charge £ p	Basic Charge £ p	Basic Charge £ p	£ p	£ p	Total Charge £ p		
BAND A	100.00	100.00	-	-	-	-	100.00	Non Business	
BAND B	190.00	190.00	-	-	-	-	190.00	Non Business	
BAND C	315.00	315.00	-	-	-	-	315.00	Non Business	
BAND D	450.00	450.00	-	-	-	-	450.00	Non Business	
BAND E	635.00	635.00	-	-	-	-	635.00	Non Business	
BAND A	70.00	70.00	-	-	-	-	70.00	Non Business	
BAND B	180.00	180.00	-	-	-	-	180.00	Non Business	
BAND C	295.00	295.00	-	-	-	-	295.00	Non Business	
BAND D	320.00	320.00	-	-	-	-	320.00	Non Business	
BAND E	350.00	350.00	-	-	-	-	350.00	Non Business	

The annual charges payable by those holding licences and club premises certificates:

Particular types of premises which do not have non-domestic rateable values would be allocated to Band A

The various non-domestic rateable values should be allocated to bands in the following way:

Note: *Non-Domestic rateable value

BAND A	*£0-£4,300
BAND B	*£4,301-£33,000
BAND C	*£33,001-£87,000
BAND D	*£87,001-£125,000
BAND E	*£125,001 and over

*No fee or annual charge would be payable by church halls, chapel halls or other premises of a similar nature and village halls, parish and community halls or other premises of a similar

Temporary Events Notice

21.00

Personal Licence

37.00

Minor Variations procedure

89.00

Note: Fees determined by Government

Community Safety & Licensing (Licensing Act 2003)

Appendix C

All the highlighted areas are subject to review by ERS.

Miscellaneous Fees	2019/2020 Basic Charge £ p	2020/2021 Basic Charge £ p	VAT £ p	2020/2021 Total Charge £ p	VAT Status
Application for a grant or renewal of personal licence	37.00	37.00	-	37.00	Non Business
Temporary event notices	21.00	21.00	-	21.00	Non Business
Theft, loss etc of premises licence or summary	10.50	10.50	-	10.50	Non Business
Application for a provisional statement where premises being built, etc	195.00	195.00	-	195.00	Non Business
Notification of change of name or address	10.50	10.50	-	10.50	Non Business
Application to vary to specify individual as premises supervisor	23.00	23.00	-	23.00	Non Business
Application for transfer of premises licence	23.00	23.00	-	23.00	Non Business
Interim authority notice following death etc. of licence holder	10.50	10.50	-	10.50	Non Business
Theft, loss etc of certificate or summary	10.50	10.50	-	10.50	Non Business
Notification of change of name or alteration of club rules	10.50	10.50	-	10.50	Non Business
Change of relevant registered address of club	10.50	10.50	-	10.50	Non Business
Theft, loss etc of temporary event notice	10.50	10.50	-	10.50	Non Business
Theft, loss etc of personal licence	10.50	10.50	-	10.50	Non Business
Duty to notify change of name or address	10.50	10.50	-	10.50	Non Business
Right of freeholder etc to be notified of licensing matters	21.00	21.00	-	21.00	Non Business
Note: Fees determined by Government					
Gambling:					
Application for new premises licence	427.83	427.83	-	427.83	Non Business
Application to vary a premises licence	427.83	427.83	-	427.83	Non Business
Application to transfer a licence	95.72	95.72	-	95.72	Non Business
Application for the reinstatement of a premises licence	191.39	191.39	-	191.39	Non Business
Application for a provisional statement	427.83	427.83	-	427.83	Non Business
Application for a premises licence which already has a provisional statement	78.80	78.80	-	78.80	Non Business
Fee to notify of change of address	28.12	28.12	-	28.12	Non Business
Annual premises fee	168.89	168.89	-	168.89	Non Business
Large Event - Environmental Health noise monitoring: Charge per hour, minimum 1 hour	66.91	68.25	13.65	81.90	Standard

Community Safety & Licensing

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Appendix C

	2019/2020		2020/2021		VAT		2020/2021		VAT Status
	Basic Charge	£ p	Basic Charge	£ p	£ p	£ p	Total Charge	£ p	
Taxi Licences									
Driver's licence (Dual and Private) (new application)	246.00	-	246.00	-	-	-	246.00	-	Non Business
Driver's licence (Dual and Private) (renewal)	180.00	-	180.00	-	-	-	180.00	-	Non Business
Knowledge Test (Dual and Private)	75.00	-	75.00	-	-	-	75.00	-	Non Business
Vehicle licence (Hackney Carriage and Private Hire) (new)	246.00	-	246.00	-	-	-	246.00	-	Non Business
Vehicle licence (Hackney Carriage and Private Hire) (renewal)	180.00	-	180.00	-	-	-	180.00	-	Non Business
Private Hire operator licence (new and renewal) one year	100.00	-	100.00	-	-	-	100.00	-	Non Business
Private Hire operator licence (new and renewal) five year	400.00	-	400.00	-	-	-	400.00	-	Non Business
Disclosure and Barring Service check	54.69	-	54.69	-	-	-	54.69	-	Non Business
Fee to convert from Private Hire to Dual Driver (excluding knowledge test fee)	53.00	-	53.00	-	-	-	53.00	-	Non Business
Replacement driver's badge	28.00	-	28.00	-	-	-	28.00	-	Non Business
Transfer of vehicle licence to another vehicle (1 year)	180.00	-	180.00	-	-	-	180.00	-	Non Business
Transfer of vehicle licence to another vehicle (remainder of plate)	86.00	-	86.00	-	-	-	86.00	-	Non Business
Temporary vehicle licence (insurance company)	246.00	-	246.00	-	-	-	246.00	-	Non Business
Change of vehicle registration number	86.00	-	86.00	-	-	-	86.00	-	Non Business
Replacement external plate	33.00	-	33.00	-	-	-	33.00	-	Non Business
Replacement internal plate	28.00	-	28.00	-	-	-	28.00	-	Non Business
Replacement bracket	10.00	-	10.00	-	-	-	10.00	-	Non Business

Other Licences

Small Society Lotteries

Registration	40.00	-	40.00	-	-	-	40.00	-	Non Business
Annual Renewal	20.00	-	20.00	-	-	-	20.00	-	Non Business
Street Collections	No Charge	-	No Charge	-	-	-	No Charge	-	Non Business
House to House Collections	No Charge	-	No Charge	-	-	-	No Charge	-	Non Business

Note: These charges are set by the gaming committee thus are not subject to change

Environmental Services

All the highlighted areas are subject to review by ERS.

	2019/2020		2020/2021		VAT		2020/2021		VAT Status	
	Basic Charge	£ p	Basic Charge	£ p	£	p	Total Charge	£ p		
Licences:										
Animal Boarding Establishment (1 - 3 years)										
Dog Boarding - > 50 animals - new / renewal			265.00		-		265.00		Non Business	
Dog Boarding - < 50 animals - new / renewal			220.00		-		220.00		Non Business	
Cat Boarding - > 50 animals - new / renewal			265.00		-		265.00		Non Business	
Cat Boarding - < 50 animals - new / renewal			220.00		-		220.00		Non Business	
Home - new / renewal			220.00		-		220.00		Non Business	
Breeding of Dogs (1 - 3 years + annual inspection)										
Dog breeding plus veterinary fee - new / renewal			265.00		-		265.00		Non Business	
Riding Establishments (1 - 3 years + annual inspection)										
Horse riding establishment plus veterinary fee - new/renewal			265.00		-		265.00		Non Business	
Dog Daycare (1 - 3 years)										
Dog Daycare - >50 animals - new / renewal			265.00		-		265.00		Non Business	
Dog Daycare - <50 animals - new / renewal			220.00		-		220.00		Non Business	
Zoos & Dangerous Animals										
Dangerous wild animals act - new plus veterinary fee (2 year)			325.00		-		325.00		Non Business	
Dangerous wild animals act - renewal plus veterinary fee (2 years)			285.00		-		285.00		Non Business	
Zoos with dispensation- new plus veterinary fee (4 years)			1,125.00		-		1,125.00		Non Business	
Zoos with dispensation- renewal plus veterinary fee (6 years)			1,525.00		-		1,525.00		Non Business	
Zoos without dispensation - new plus veterinary fee (4 years)			1,800.00		-		1,800.00		Non Business	
Zoos without dispensation - renewal plus veterinary fee (6 years)			2,535.00		-		2,535.00		Non Business	
Pet Shops (1-3 years)										
New / Renewal			220.00		-		220.00		Non Business	
Performing Animals Registration (3 years)										
New / Renewal			220.00		-		220.00		Non Business	
Other										
Re-rating Fee (inspection + licence amendment)			115.00		-		115.00		Non Business	
Inspection Fee			115.00		-		115.00		Non Business	
Additional Activity			42.00		-		42.00		Non Business	
Variation Fee (e.g amendment to licence)			25.00		-		25.00		Non Business	
Franchise Licence			105.00		-		105.00		Non Business	
Host Fee			125.00		-		125.00		Non Business	
Skin Piercing										
Registration Fee - Per Person			138.96		-		138.96		Non Business	
Premises			187.54		-		187.54		Non Business	

Environmental Services

Appendix C

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	2019/2020		2020/2021		VAT		2020/2021		VAT Status	
	Basic Charge	£ p	Basic Charge	£ p	£ p	£ p	Total Charge	£ p		
Health Certificates (Environmental Health)										
Export of Food Products										
Issue of Certificate	45.00		45.00		-		45.00		Non Business	
Issue of Repetitive Certificate	49.51		49.51		-		49.51		Non Business	
Online Training Courses - Food Health & Safety	35.00		35.00		-		35.00		Non Business	
Food Hygiene Rating - Requested Revisit	160.00		160.00		-		160.00		Non Business	
Dog Control (Release of an impounded Stray Dog)										
Statutory Fee	25.00		25.00		-		25.00		Non business	
Kennelling	18.04		20.00		-		20.00		Non business	
Administration Fee	32.40		33.20		-		33.20		Non business	
Delivery Charge (Optional return of dog to owner by the kennels)	47.83		49.00		9.80		58.79		Standard	
<i>Note: The cost of veterinary treatment will be passed on in full to the dog owner. Owners in receipt of an income-related benefit shall only be charged for kennelling and</i>										
Dog Chipping - Standard*	16.16		16.55		3.31		19.86		Standard	
Dog Chipping - Concessionary*	7.48		16.55		3.31		19.86		Standard	
*Subject to availability										
*Subject to availability										
Other Services										
Radar keys	3.94		4.00		0.80		4.80		Standard	
Public Sewer Searches	30.00		30.00		-		30.00		Non business	
Home Improvement Agency:										
Agency Fees for Grant-aided Works up to £5,000	17% of cost		15% of cost						As Applicable	
Agency Fees for balance of Grant-aided Works Above £5,000	14% of cost		15% of cost						As Applicable	
Small Repairs Fee - Estimates quoted at £20 per hour plus VAT (if applicable) plus cost of materials used	14% of cost		15% of cost						As Applicable	
Agency Fees for balance of Grant-aided Works Above £5,000	14% of cost		15% of cost						As Applicable	
Small Repairs Fee - Estimates quoted at £20 per hour plus VAT (if applicable) plus cost of materials used	14% of cost		15% of cost						As Applicable	

Environmental Services

Appendix C

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Services Rendered or Performed

	2019/2020		2020/2021		VAT		2020/2021		VAT Status
	Basic Charge £ p		Basic Charge £ p		£ p		Total Charge £ p		
Licence for Houses of Multiple Occupation - 3 year licence for Premises Application	262.00	-	262.00	-	-	-	262.00	Non business	
Approved licence	358.00	-	358.00	-	-	-	358.00	Non business	
Serving a notice or order under the Housing Act 2004 Administrative and other expenses incurred by the service of notice or order	355.00	-	355.00	-	-	-	355.00		
Immigration Applications									
Report on Inspection of Dwelling	69.97	13.99	69.97	13.99			83.96	Standard	
Failure to install smoke or carbon monoxide alarms in rental property									
Penalty Charge Notice			5,000.00				5,000.00		
Failure of letting agent/property manager to belong to property redress scheme			5,000.00				5,000.00		
Civil Penalty									
Fees and Charges for Site licencing and enforcement of residential park homes and caravans									
Fee for depositing site rules	37.88	-	37.88	-	-	-	37.88	Non business	
Application for a new site licence									
Number of caravans									
<5	318.24	-	318.24	-	-	-	318.24	Non business	
between 6 and 24	428.64	-	428.64	-	-	-	428.64	Non business	
between 25 and 99	510.91	-	510.91	-	-	-	510.91	Non business	
between 100 and 199	592.09	-	592.09	-	-	-	592.09	Non business	
>200	675.44	-	675.44	-	-	-	675.44	Non business	
Annual Fee for existing site licence									
<5	266.28	-	266.28	-	-	-	266.28	Non business	
between 6 and 24	352.87	-	352.87	-	-	-	352.87	Non business	
between 25 and 99	440.55	-	440.55	-	-	-	440.55	Non business	
between 100 and 199	514.16	-	514.16	-	-	-	514.16	Non business	
>200	592.09	-	592.09	-	-	-	592.09	Non business	
Transfer/amendment of existing site licence	102.41	-	102.41	-	-	-	102.41	Non business	
Serving a notice under the Mobile Homes Act 2013									
Administrative and other expenses incurred by the service of notice or order							300.00		

Environmental Services

Appendix C

Street Naming and Numbering

	2019/2020 Basic Charge £ p	2020/2021 Basic Charge £ p	VAT £ p	2020/2021 Total Charge £ p	VAT Status
Change of an existing property name	59.00	60.50	-	60.50	Non Business
Allocating a name to a property or allocating a number to a named property	59.00	60.50	-	60.50	Non Business
Change of a commercial building address	59.00	60.50	-	60.50	Non Business
Change of street name at residents, developers or parish/town council request	353.40	362.25	-	362.25	Non Business
Plus additional charge per property/unit where consultation with existing residents is to be carried out by WODC	39.00	40.00	-	40.00	Non Business
Naming and numbering of a block of flats	176.50	180.90	-	180.90	Non Business
Naming and numbering of new properties including commercial buildings	59.00	60.50	-	60.50	Non Business
Per Unit up to 5 plots	499.30	511.80	-	511.80	Non Business
6 - 25 plots	776.60	796.00	-	796.00	Non Business
26 - 75 plots	1,109.50	1,137.25	-	1,137.25	Non Business
76 - 150 plots	1,386.90	1,421.55	-	1,421.55	Non Business
151 - 250 plots	1,664.30	1,705.90	-	1,705.90	Non Business
251 - 350 plots	1,941.60	1,990.15	-	1,990.15	Non Business
351 - 500 plots	2,219.00	2,274.50	-	2,274.50	Non Business
501 or more plots					

Additional charges where new street names are required:

1 - 5 new street names	221.95	227.50	-	227.50	Non Business
6 - 10 new street names	443.80	454.90	-	454.90	Non Business
10 or more new street names	554.90	568.75	-	568.75	Non Business

Charge for a developer amending plans after naming and numbering has commenced

	118.00	120.95	-	120.95	Non Business
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Charges for preparing site location plans and supervising the installation of street nameplates

1-4 Nameplates	185.74	190.40	38.08	228.48	Standard Rate
5-8 Nameplates	238.78	244.75	48.95	293.70	Standard Rate
9-12 Nameplates	291.82	299.10	59.82	358.91	Standard Rate
13-16 Nameplates	344.86	353.50	70.70	424.20	Standard Rate
17-20 Nameplates	398.00	407.95	81.59	489.54	Standard Rate
21-24 Nameplates	451.04	462.30	92.46	554.76	Standard Rate
25-28 Nameplates	504.08	516.70	103.34	620.04	Standard Rate
29+ Nameplates	530.60	543.85	108.77	652.61	Standard Rate

Note:

The charges above include all necessary administration, site visits to carry out existing address checks, establishing any new street names required and the publishing of the new addresses to relevant organisations

Environmental Services

All the highlighted areas are subject to review by ERS.

Services Rendered or Performed

	2019/2020 Basic Charge £ P	2020/2021 Basic Charge £ P	VAT £ P	2020/2021 Total Charge £ P	VAT Status
Pest Control - Domestic					
Rats & Mice (per course of treatment)	52.11	53.40	10.68	64.08	Standard
<i>Note: Pest Control for rats and mice will be charged at the survey rate for occupiers of domestic premises in receipt of an income-related benefit.</i>	17.34	17.75	3.55	21.30	Standard
Wasps	50.04	51.30	10.26	61.56	Standard
Second & Subsequent wasps nests treated during the same visit	24.86	25.50	5.10	30.60	Standard
Other Insects	65.59	67.25	13.45	80.70	Standard
Other Insects - all following visits	34.98	35.85	7.17	43.03	Standard
Abortive Calls and Surveys	17.34	17.75	3.55	21.30	Standard
Pest Control - Commercial					
All pests (except wasps)	83.35	85.45	17.09	102.54	Standard
Wasps	83.35	85.45	17.09	102.54	Standard
Abortive Calls and Surveys	41.71	42.75	8.55	51.30	Standard
Private Water Supplies:					
Commercial Risk Assessment (per assessment)					Non Business
Hourly rate £43 (maximum £500)					Non Business
Small Domestic Supplies Risk Assessment (per assessment)					
Hourly rate of £43					
Water Quality Assessment					
Sampling (each visit)	100.00	100.00	-	100.00	Non Business
Investigation	100.00	100.00	-	100.00	Non Business
Granting an authorisation	100.00	100.00	-	100.00	Non Business
Analysing a sample	25.00	25.00	-	25.00	Non Business
Taken under Regulation 10	100.00	100.00	-	100.00	Non Business
Taken during Check monitoring	500.00	500.00	-	500.00	Non Business
Taken during Audit monitoring					

Environmental Services

Appendix C

Services Rendered or Performed	2019/2020 Basic Charge £ p	2020/2021 Basic Charge £ p	VAT £ p	2020/2021 Total Charge £ p	VAT Status
Commercial & Schedule 1 Waste (Refuse)					
Cost per collection					
180 Litre Bin (Schedule 1 only)		4.92	-	4.92	
240 Litre Bin	6.43	6.59	-	6.59	Non Business
360 Litre Bin	9.92	10.17	-	10.17	Non Business
660 Litre Bin	12.93	13.25	-	13.25	Non Business
1,100 Litre Bin	18.32	18.78	-	18.78	Non Business
660 Litre Bin - Clinical	12.77	13.09	-	13.09	Non Business
Annual once per week collection					
180 Litre Bin (Schedule 1 only)		255.84	-	255.84	
240 Litre Bin	334.41	342.68	-	342.68	Non Business
360 Litre Bin	515.96	528.84	-	528.84	Non Business
660 Litre Bin	672.48	689.00	-	689.00	Non Business
1,100 Litre Bin	952.39	976.56	-	976.56	Non Business
660 Litre Bin - Clinical	664.06	680.68	-	680.68	Non Business
Commercial & Schedule 1 Waste (Recycling)					
Cost per collection					
180 Litre Bin (Schedule 1 only)		3.21	-	3.21	
240 Litre Bin	4.20	4.31	-	4.31	Non Business
360 Litre Bin	6.51	6.67	-	6.67	Non Business
660 Litre Bin	9.00	9.23	-	9.23	Non Business
1,100 Litre Bin	12.78	13.10	-	13.10	Non Business
Commercial & Schedule 1 Waste (Food)					
23 Litre Caddy	3.46	3.55	-	3.55	Standard
140 Litre Bin	4.30	4.41	-	4.41	Standard
240 Litre Bin	5.04	5.17	-	5.17	Standard
360 Litre Bin	5.92	6.07	-	6.07	Standard
660 Litre Bin	8.11	8.31	-	8.31	Standard

These charges are net of VAT as per a change in HMRC policy but may be subject to future review

Environmental Services

Appendix C

All the highlighted areas are subject to review by ERS.

	2019/2020 Basic Charge £ p	2020/2021 Basic Charge £ p	VAT £ p	2020/2021 Total Charge £ p	VAT Status
Services Rendered or Performed					
*Pre paid plastic sacks - per sack (Refuse)	2.57	2.65	-	2.65	Non Business
*Pre paid stickers - per sticker (Refuse)	2.57	2.65	-	2.65	Non Business
*Pre paid plastic sacks - per sack (Recycling)	2.12	2.15	-	2.15	Non Business
*Pre paid stickers - per sticker (Recycling)	2.12	2.15	-	2.15	Non Business
<i>*Service to be available where wheeled bins are unsuitable</i>					
For Domestic use only:-					
Bulky household waste charges	94.35	96.70	-	96.70	Non Business
Contaminated bin					
Waste collection from commercial establishments (See page 12.17 for chargeable items)	30.00	30.75	-	30.75	Non-business
Green Waste Collection	49.25	50.24	10.05	60.28	Standard
Recovery of Abandoned Trolleys (per trolley)	69.96	69.96	13.99	83.95	Standard
Food Surrender Certificate (Charge per hour, minimum 1 hr)					
Food Premises Register	489.21	489.21	97.84	587.05	Standard
Charge for copy of complete Register	9.89	9.89	1.98	11.87	Standard
Charge per page of Register					

Environmental Services

Appendix C

All the highlighted areas are subject to review by ERS.

Services Rendered or Performed	2019/2020 Basic Charge £ p	2020/2021 Basic Charge £ p	VAT £ p	2020/2021 Total Charge £ p	VAT Status
<p>Provision of Environmental Information</p> <p>Pre-application meetings, written statements and enquiries made separately to Local Land Charge searches for environmental information. (Charge per hour, minimum 1 hr)</p> <p><i>Note: There is no charge for locating, retrieving or extracting environmental information, or for: Information contained in the public register we hold, lists of information or examining information at the Council's offices. No charge will be made in respect of simple telephone requests by students in full time education.</i></p> <p><i>The Charges for Environmental Information not covered above essentially cover:</i></p> <p><i>Reproduction of documents, 10p per A4 sheet</i></p> <p><i>Postage and other forms of transmission e.g. fax at cost</i></p> <p><i>Staff time - if information is to be created for the purpose of the request (i.e. outside the EIR) then the charge is at an hourly rate in accordance with the Council's Annual Budget Book and Charging Policy. The hourly charge for 2012/13 is £73.46</i></p> <p><i>The Policy and charges are under review and may be revised</i></p>	68.58	69.95	13.99	83.94	Standard
Land Contamination Enquiry (Officer's time) (Charge per hr, minimum 1 hr)	68.58	69.95	13.99	83.94	Standard
Factual Statements (Charge per hr, minimum 1 hr)	68.58	69.95	13.99	83.94	Standard

Environmental Services

Appendix C

All the highlighted areas are subject to review by ERS.

	2019/2020 Basic Charge £ p	2020/2021 Basic Charge £ p	VAT £ p	2020/2021 Total Charge £ p	VAT Status
Penalty Notices					
Fine for Dog Fouling	50.00	50.00	-	50.00	Non business
statutory fee					
Parking enforcement pending introduction of Civil Parking Enforcement (currently scheduled for July 2009)					
Operational Guidance to Local Authorities: Parking Policy and enforcement Department for Transport, Traffic Management Act 2004					
Higher Level Contravention paid after service of charge certificate	105.00	105.00	-	105.00	Non-business
Higher Level Contravention paid after 14 days but before service of charge certificate	70.00	70.00	-	70.00	Non-business
Higher level contravention paid within 14 days	35.00	35.00	-	35.00	Non-business
Lower Level Contravention paid after service of charge certificate	75.00	75.00	-	75.00	Non-business
Lower level contravention paid within 14 days	50.00	50.00	-	50.00	Non-business
Lower level contravention paid within 14 days	25.00	25.00	-	25.00	Non-business
Nuisance parking	100.00	100.00	-	100.00	Non-business
Fixed penalty notices (FPN's) If paid within 14 days	75.00	75.00	-	75.00	Non-business
Abandoned vehicles	200.00	200.00	-	200.00	Non-business
Fixed penalty notices (FPN's) If paid within 14 days	150.00	150.00	-	150.00	Non-business

Environmental Services

Appendix C

All the highlighted areas are subject to review by ERS.

Penalty Notices (continued)

		2019/2020 Basic Charge £ p	2020/2021 Basic Charge £ p	VAT £ p	2020/2021 Total Charge £ p	VAT Status
Depositing litter	Fixed penalty notices (FPN's) If paid within 14 days	80.00 60.00	80.00 60.00	- -	80.00 60.00	Non-business Non-business
Graffiti & Fly-posting	Fixed penalty notices (FPN's) If paid within 14 days	80.00 60.00	80.00 60.00	- -	80.00 60.00	Non-business Non-business
Unauthorised distribution of free printed matter	Fixed penalty notices (FPN's) If paid within 14 days	80.00 60.00	80.00 60.00	- -	80.00 60.00	Non-business Non-business
Failure to comply with a waste receptacles notice	Fixed penalty notices (FPN's) If paid within 14 days	80.00 60.00	80.00 60.00	- -	80.00 60.00	Non-business Non-business
Failure to comply with a street litter control notice	Fixed penalty notices (FPN's) If paid within 14 days	110.00 83.00	110.00 83.00	- -	110.00 83.00	Non-business Non-business
Failure to comply with a litter clearing notice	Fixed penalty notices (FPN's) If paid within 14 days	110.00 83.00	110.00 83.00	- -	110.00 83.00	Non-business Non-business
Failure to produce waste documents	Fixed penalty notices (FPN's) If paid within 14 days	300.00 180.00	300.00 180.00	- -	300.00 180.00	Non-business Non-business
Failure to produce authority to transport waste	Fixed penalty notices (FPN's) If paid within 14 days	300.00 180.00	300.00 180.00	- -	300.00 180.00	Non-business Non-business
Smoking in smoke free premises or work vehicles	Fixed penalty notices (FPN's) If paid within 14 days	50.00 30.00	50.00 30.00	- -	50.00 30.00	Non-business Non-business
Failure to display no smoking signs	Fixed penalty notices (FPN's) If paid within 14 days	200.00 150.00	200.00 150.00	- -	200.00 150.00	Non-business Non-business

Bulky Household Waste Collection Service

Appendix C

	2019/2020 Basic Charge £ p	2020/2021 Basic Charge £ p	VAT £ p	2020/2021 Total Charge £ p	VAT Status
Normal Items					
Normal Household items*					
Up to 3 items	27.00	27.68	-	27.68	Non business
Each additional item with a limit of up to two additional items	5.70	9.22	-	9.22	Non business
Please refer to www.Westoxon.gov.uk for the up to date list of items acceptable.					
Non - standard household items					
Non - standard household items	27.00	27.68	-	27.68	

Please refer to www.Westoxon.gov.uk for the up to date list of items acceptable.

Building Regulation Charges

Appendix C

All the highlighted areas are subject to review by ERS.

Table A - New Dwellings

Number of Dwellings	Charge (excl. VAT)	Charge (incl VAT)
1	570.83	685.00
2 +	POA	POA

Please note that projects where more than 6 dwellings are proposed will be calculated on an individual basis

Table B - Domestic and Commercial Extensions to a single building

Category	Description	Total Charge (Exc VAT)	Total Charge (Inc VAT)	Regularisation (+50%)*
1	Garage 30m2 to 60m2	279.17	335.00	418.76
2	Garage conversion to habitable accommodation	209.17	251.00	313.76
3	Extension 1m2 to 20m2	431.67	518.00	647.51
4	Extension 21m2 to 60m2	570.83	685.00	856.26
5	Extension 61m2 to 100m2	717.50	861.00	1,076.25
6	Extension over 100m2	Calculated on individual basis		Based on cost of works + 50%
7	Loft conversion 1m2 to 100m2	556.67	668.00	835.01
8	Loft conversion over 100m2	Calculated on individual basis		Based on cost of works + 50%
15	Electrical installations if not using a competent electrical installer	428.85	514.62	643.28

Table C - All Other Work

Category	Description	Total Charge (Exc VAT)	Total Charge (Inc VAT)	Regularisation (+50%)
1	Internal alts £1 to £1,000	104.17	125.00	156.25
2	Internal alts £1,001 to £5,000	209.17	251.00	313.76
3	Internal alts £5,001 to £10,000	278.33	334.00	417.50
4	Internal alts £10,001 to £20,000	383.33	460.00	575.00
5	Internal alts £20,001 to £30,000	543.33	652.00	815.00
6	Internal alts £30,001 to £40,000	662.50	795.00	993.75
7	Internal alts £40,001 to £50,000	765.83	919.00	1,148.75
8	Internal alts £50,001 to £60,000	940.00	1,128.00	1,410.00
9	Internal alts £60,001 to £70,000	1,010.00	1,212.00	1,515.00
10	Internal alts £70,001 to £80,000	1,114.17	1,337.00	1,671.26
11	Internal alts over £80,000	Calculated on an individual basis		Based on cost of works + 50%
12	Up to 8 new windows installed by non FENSA opp.	104.17	125.00	Based on cost of works + 50%
13	Over 8 new windows installed by non FENSA opp	negotiated		negotiated

Table D - Miscellaneous

Other relevant services not covered by the previous tables may be undertaken on a "cost recovery" basis. The following are examples of the additional services which the Council may provide:

- Provision of Completion Certificates (eg where requested more than six months after Completion of building work)
- Advisory work in connection with i) demolition of buildings and ii) dangerous structures.

