

West Oxfordshire District Council

Fees and Charges

2022/2023

Planning Services

Increase % 1.050

Annex D

	2021/2022 Basic Charge £ p	2022/2023 Basic Charge £ p	VAT £ p	2022/2023 Total charge £ p	VAT Status
General Administration					
Access to Information/Inspection of Background Documents					
a Charge per document (after Committee date)	0.70	0.75	-	0.75	Non Business
b Where documents are listed under a general description (after Committee date)	6.20	6.50	-	6.50	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	196.30	206.10	41.22	247.32	Standard
Single Agenda	5.20	5.45	1.09	6.55	Standard
Parish/Town Councils Per Annum	21.40	22.45	4.49	26.94	Standard
Libraries			-	Free	-
Dyeline Prints (Any type, with due regard to copyright restrictions)					
A2 Size	8.10	8.50	1.70	10.20	Standard
A1 Size	10.20	10.70	2.14	12.83	Standard
From Paper Roll Larger than A1 Size	13.10	13.75	2.75	16.51	Standard
Photocopying - (per sheet)					
A4 size and foolscap	0.20	0.20	0.04	0.24	Standard
A3 size	0.20	0.20	0.04	0.24	Standard
A4 & A3 Colour Copies	0.30	0.30	0.06	0.36	Standard
Local Plan	21.00	22.05	-	22.05	Zero-rated

Planning Services

Increase % 1.050

Annex D

	2021/2022	2022/2023		2022/2023	
	Basic Charge	Basic Charge	VAT	Total Charge	VAT Status
	£ p	£ p	£ p	£ p	
Planning Applications – Maps					
Up to 6 maps (one charge for the set):					
1:500 scale*	4.20	4.40	-	4.40	Zero rated
plus admin fee #	11.20	11.75	2.35	14.10	Standard
1:1250 scale*	14.90	15.65	-	15.65	Zero rated
plus admin fee #	10.90	11.45	2.29	13.73	Standard
1:2500 scale*	61.60	64.70	-	64.70	Zero rated
plus admin fee #	11.20	11.75	2.35	14.10	Standard
*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	187.60	197.00	39.40	236.40	Standard
Planning Decision Notices					
Notice requested	11.20	11.75	2.35	14.10	Standard
Section 52 Agreement					
Per copy of Agreement	20.50	21.50	4.30	25.81	Standard
Section 106 Agreements					
Per copy of Agreement	18.10	19.00	3.80	22.79	Standard
Compilation of Agreement. Minimum charge increased at Officer's discretion					
Tree Preservation Orders					
Per copy of order	17.50	18.40	3.68	22.08	Standard
Valuation Fee	At Cost		-	At Cost	Standard
High Hedges Complaint- £500- zero-rated VAT		500.00	-	500.00	Zero rated

Planning application fees are set by central government. Use this link to CLG planning portal.

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

Planning Services

Annex D

	2021/2022 Basic Charge £ p	2022/2023 Basic Charge £ p	VAT £ p	2022/2023 Total Charge £ p	VAT Status
Local Search Fees					
Con29 only	144.20	127.50	25.50	153.00	Standard
Each additional enquiry (own questions)	20.45	20.00	4.00	24.00	Standard
Each extra parcel of land (no VAT applied of LLC1 only)	21.85	20.00	4.00	24.00	Standard
Each optional standard question, except question 4, 5 and 22*	17.00	20.00	4.00	24.00	Standard
Each optional standard question 4	22.75	20.00	4.00	24.00	Standard
Each optional standard question 5	20.45	20.00	4.00	24.00	Standard
LLC1 search only	13.60	20.00		20.00	Non Business

Increase %

1.050

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	£183 + VAT	£366 + VAT Meeting up to 1 hour Each additional meeting £183 per hour
3-14 dwellings 0.5-0.99ha (outline) 500-999m ² floorspace	£366 + VAT	£733 + VAT Meeting up to 1 hour Each additional meeting £183 per hour
15-100 dwellings 1-3.0 ha (outline) 1000-2999m ² floorspace	£733 + VAT	£1465 + VAT Meeting(s) up to 2 hours Each additional meeting £183 per hour
More than 100 dwellings or 3.0ha (outline) or 3000m ² floorspace	£1,465 + VAT	£2933 + VAT Meeting(s) up to 3 hours Each additional meeting £183 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 £2998 + VAT is payable to cover a further 3 hours of meetings. Each additional meeting £183 per hour.
Design Supplement.	£61 + 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.	£183 + VAT	£244 + VAT
Informal quick responses.	N/A	An e-mail description of the proposals along with payment of the £ 30 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.	£183 + VAT	N/A

Resources

Increase % 1.050

Annex D

	2021/2022 Basic Charge £ p	2022/2023 Basic Charge £ p	VAT £ p	2022/2023 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	0.15	0.03	0.18	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	12.60	12.60	2.52	15.12	Standard

Environmental & Regulatory Services

Annex D

Increase 1.050

ENVIRONMENTAL PROTECTION**2021/2022 2022/2023****Private Water Supplies**

Risk Assessment or Investigation (fee per hour)	£53.55	£56.25
Sampling – each visit – fixed fee	£105.00	£110.25
Granting and Authorisation - fixed fee plus hourly rate applies	£105.00	£110.25

Sample Analysis

Taken under Regulation 10		
Taken during check monitoring	at cost	at cost
Taken during audit monitoring		

Regulation of Pollution from Industrial Sources**- Environmental Permitting Regulations 2010**

*Fees as laid down by the Secretary of State
Please refer to www.gov.uk/local-authority-environmental-permit*

Environmental Information Regulations –**Search Fees**

Basic administration charge	£26.25	£27.55
Contaminated Land information request	£84.00	£88.20

Environmental & Regulatory Services

Annex D

FOOD HEALTH & SAFETY

2022/22 2022/23

Export of Food Products

Food Export Health Certificate (including first hour of officer time)	£52.50	£60.00
Officer hourly rate after first hour	£36.75	£42.00

Other Products & Services

E-learning	£36.75	£35.00
Safer Food, Better Business Information Pack	£8.40	£15.00
Food Hygiene Rating Re-visit	£168.00	£180.00
Condemned Food Certificate	£84.00	£90.00

Environmental & Regulatory Services

Annex D

Increase

1.050

LICENSING – ANIMAL WELFARE**2021/22 2022/23****Breeding of Dogs¹**

New Application	£367.50	£385.90
Renewal (1 to 3 years depending on rating + annual inspection)	£288.75	£303.20

Horse Riding Establishments¹

New Application	£420.00	£441.00
Renewal (1 to 3 years depending on rating + annual inspection)	£288.75	£303.20

Pet Shops

New Application	£283.50	£297.70
Renewal (1 to 3 years depending on rating)	£241.50	£253.60

Keeping or Training Animals for Exhibition

New Application	£283.50	£297.70
Renewal (3 years)	£241.50	£253.60

Home Boarding for Dogs (*Day-time or overnight care within the home environment*)

New Application	£283.50	£297.70
Renewal (1 to 3 years depending on rating)	£241.50	£253.60

Providing Boarding in Kennels

Dogs - New Application – up to 50 dogs	£283.50	£297.70
Dogs - Renewal (1 to 3 years depending on rating) – up to 50 dogs	£241.50	£253.60
Dogs - New Application – over 50 dogs	£330.75	£347.30
Dogs - Renewal (1 to 3 years depending on rating)– over 50 dogs	£288.75	£303.20
Cats - New Application – up to 50 cats	£283.50	£297.70
Cats - Renewal (1 to 3 years depending on rating) – up to 50 cats	£241.50	£253.60
Cats - New Application – over 50 cats	£330.75	£347.30
Cats - Renewal (1 to 3 years depending on rating)– over 50 cats	£288.75	£303.20

Total charge is the amount as shown plus veterinary fees

Environmental & Regulatory Services

Annex D

Increase

1.050

LICENSING – ANIMAL WELFARE**2021/22 2022/23****Providing Day Care for Dogs**

New Application – up to 50 dogs	£231.00	£242.55
Renewal (1 to 3 years depending on rating) – up to 50 dogs	£241.50	£253.60
New Application – over 50 dogs	£330.75	£347.30
Renewal (1 to 3 years depending on rating)– over 50 dogs	£288.75	£303.20

Supplementary Fees

Franchise Licence – Dog Boarding only ¹	£115.50	£121.30
Host Fee ²	£136.50	£143.35
Additional Activity ³	£47.25	£49.60
Variation Fee e.g. amendment to a licence	£26.25	£27.60
Inspection Fee ⁴	£126.00	£132.30
Re-Rating Fee ⁵	£131.25	£137.80

¹ Host fees will be required in addition to this licence² Required per host family of a dog boarding franchise³ Payable in addition to the appropriate licence fees where more than one activity is undertaken at the same premises⁴ Payable if an inspection is required in addition to the initial inspection required included within the licence fee⁵ Inspection and licence amendment for re-rating of the current star rating**Dangerous Wild Animals**

New Application ¹	£351.75	£369.35
Renewal (2 years) ¹	£309.75	£325.25

Zoos

s14(2) dispensation - New Application ¹	£1,223.25	£1,284.40
s14(2) dispensation - Renewal (6 years) ¹	£1,653.75	£1,736.45
No dispensation - New Application ¹	£1,953.00	£2,050.65
No dispensation - Renewal (6 years) ¹	£2,751.00	£2,888.55

¹ Total charge is the amount as shown plus veterinary fees

Environmental & Regulatory Services

Annex D

LICENSING – TAXIS

2021/22 2022/23

Drivers Licence

Hackney Carriage / Private Hire / Dual - 3 year – new application	£250.00	£250.00
Hackney Carriage / Private Hire / Dual - 3 year – renewal	£185.00	£185.00
Single Private Hire to Dual Licence transfer	£53.00	£53.00

Vehicle Licence – all 1 year

Hackney Carriage vehicle – new application	£250.00	£250.00
Hackney Carriage vehicle – renewal	£185.00	£185.00
Private Hire vehicle – new application	£250.00	£250.00
Private Hire vehicle – renewal	£185.00	£185.00
Transfer of vehicle licence – to another person	£25.00	£25.00
Transfer of vehicle licence – to another vehicle (1 year)	£180.00	£180.00
Transfer of vehicle licence – to another vehicle (remainder of plate)	£86.00	£86.00
Temporary vehicle (Insurance Company)	£250.00	£250.00
Change of registration number	£86.00	£86.00

Private Hire Operators

Operator Licence – 5 year – new application	£400.00	£400.00
Operator Licence – 1 year – new application / renewal	£100.00	£100.00

Other Fees

Knowledge Test	£75.00	£75.00
Replacement driver's badge	£28.00	£28.00
Replacement external plate	£33.00	£33.00
Replacement internal plate	£28.00	£28.00
Vehicle bracket	£10.00	£10.00
Administration charge for any other requests	£25.00	£25.00

Environmental & Regulatory Services

Annex D

Increase 1.050

LICENSING – STREET TRADING**2021/22 2022/23****West Oxfordshire District Council**

Witney & Chipping Norton – annual

£2,755.06 £2,892.82

Witney & Chipping Norton – 3 months

£821.09 £862.14

All other consents – annual

£1,841.90 £1,933.99

All other consents – 3 months

£591.24 £620.81

Individual Trader Day Rate (per stall)

£63.98 £67.18

Environmental & Regulatory Services

Annex D

Increase 1.050

LICENSING – CARAVAN AND CAMPSITES**2021/22 2022/23****All previous charging schedules to be replaced by the following:****New site application**

– 5 or less units	£330.75	£347.30
– 6 to 24 units	£441.00	£463.05
– 25 to 99 units	£530.25	£556.75
– 100 to 199 units	£609.00	£639.45
– 200 units and over	£698.25	£733.15

Annual Fee for existing site licence

– 5 or less units	£278.25	£292.15
– 6 to 24 units	£367.50	£385.90
– 25 to 99 units	£456.75	£479.60
– 100 to 199 units	£530.25	£556.75
– 200 units and over	£614.25	£644.95

Other Fees

Transfer / amendment of existing site licence	£105.00	£110.25
Change Site Conditions	£105.00	£110.25
Site Rules Deposit	£52.50	£55.15
Administrative and other expenses to serve notice under the Mobile Homes Act 2013	£315.00	£330.75

Environmental & Regulatory Services

Annex D

Increase

1.050

LICENSING – GAMBLING ACT**2021/22****2022/23****Betting Premises (excluding Tracks)**

New Premises	£449.22	£471.68
Vary Premises	£449.22	£471.68
Transfer of Premises	£100.51	£105.53
Reinstatement of Premises	£200.96	£211.01
Provisional Statement	£449.22	£471.68
New Premises with Provisional	£82.74	£86.88
Annual Fee	£177.33	£186.20
Notification of change	£29.53	£31.00

For all other premises licence fees, please contact ers@publicagroup.uk.

The fees for gaming machine permits are set nationally – please refer to www.gamblingcommission.gov.uk

Lotteries and Amusements (*Fees set nationally*)

Small Lottery – new application	£40.00	£40.00 Statutory Fees
Small Lottery – renewal	£20.00	£20.00 Statutory Fees

Environmental & Regulatory Services Annex D Increase 1.050

LICENSING – OTHER 2021/22 2022/23

Alcohol & Entertainment (Licensing Act 2003)

Fees as laid down by the Secretary of State – please refer to www.gov.uk

Scrap Metal

Dealer (Site) Licence – New Application / Renewal £559.18 £587.14
Collector's Licence – New Application / Renewal

Cosmetic Piercing

(Accupuncture, Tattoo, Ear Piercing & Electrolysis)

Premises registration (includes 1 practitioner) £196.92 £206.76
Personal registration (each additional practitioner at a registered premises) £145.91 £153.20

Sex Shop, Sex Cinema or Sexual Entertainment Venue

[Please contact ers@publicagroup.uk to discuss your requirements](mailto:ers@publicagroup.uk)

Houses in Multiple Occupation

HMO Licence (3 years) £651.00 £683.55

Advisory Services

The council offers regulatory service support and advice as part of the Better Business for all partnership (<https://www.thegrowthhub.biz/support-hub/better-business-for-all>); please contact ers@publicagroup.uk to discuss your requirements.

Premises Licences	2021/2022	2022/2023	VAT	2022/2023	VAT Status
	£ p	Basic Charge £ p	£ p	Total Charge £ p	
*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					
5,000-9,999	1,000.00	1,000.00	-	1,000.00	Non Business
10,000-14,999	2,000.00	2,000.00	-	2,000.00	Non Business
15,000-19,999	4,000.00	4,000.00	-	4,000.00	Non Business
20,000-29,999	8,000.00	8,000.00	-	8,000.00	Non Business
30,000-39,999	16,000.00	16,000.00	-	16,000.00	Non Business
40,000-49,999	24,000.00	24,000.00	-	24,000.00	Non Business
50,000-59,999	32,000.00	32,000.00	-	32,000.00	Non Business
60,000-69,999	40,000.00	40,000.00	-	40,000.00	Non Business
70,000-79,999	48,000.00	48,000.00	-	48,000.00	Non Business
80,000-89,999	56,000.00	56,000.00	-	56,000.00	Non Business
90,000 and over	64,000.00	64,000.00	-	64,000.00	Non Business

Note: Fees are determined by Government

Community Safety & Licensing (Licensing Act 2003)

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:

	2021/2022	2022/2023	VAT	2022/2023	VAT Status
	Basic Charge	Basic Charge		Total Charge	
	£ p	£ p	£ p	£ 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
The annual charges payable by those holding licences and club premises certificates:					
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
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	Non Business
BAND B				*£4,301-£33,000	Non Business
BAND C				*£33,001-£87,000	Non Business
BAND D				*£87,001-£125,000	Non Business
BAND E				*£125,001 and over	Non Business
*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					
Temporary Events Notice	21.00	21.00	-	21.00	Non Business
Personal Licence	37.00	37.00	-	37.00	Non Business
Minor Variations procedure	89.00	89.00	-	89.00	Non Business
Note: Fees determined by Government					

Community Safety & Licensing (Licensing Act 2003)

Miscellaneous Fees	2021/2022	2022/2023	VAT	2022/2023	VAT Status
	Basic Charge			Total Charge	
	£ p	£ p	£ p	£ p	
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	23.00	23.00	-	23.00	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

Environmental & Regulatory Services

Annex D

Environmental Services

		2021/2022	2022/2023	VAT	2022/2023	VAT Status
		Basic Charge	Basic Charge		Total	
		£ p	£ p	£ p	Charge	
					£ p	
Penalty Notices						
Fine for Dog Fouling	statutory fee	50.00	50.00	-	50.00	Non-business
Parking enforcement						
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	statutory fee	105.00	105.00	-	105.00	Non-business
Higher Level Contravention paid after 14 days but before service of charge certificate	statutory fee	70.00	70.00	-	70.00	Non-business
Higher level contravention paid within 14 days	statutory fee	35.00	35.00	-	35.00	Non-business
Lower Level Contravention paid after service of charge certificate	statutory fee	75.00	75.00	-	75.00	Non-business
Lower level contravention paid within 14 days	statutory fee	50.00	50.00	-	50.00	Non-business
Lower level contravention paid within 14 days	statutory fee	25.00	25.00	-	25.00	Non-business
Nuisance parking						
Fixed penalty notices (FPN's)	statutory fee	100.00	100.00	-	100.00	Non-business
If paid within 14 days		75.00	75.00	-	75.00	Non-business
Abandoned vehicles						
Fixed penalty notices (FPN's)	statutory fee	200.00	200.00	-	200.00	Non-business

Environmental Services				2021/2022	2022/2023	VAT	2022/2023	VAT Status
				Basic Charge	Basic Charge		Total	
				£ p	£ p	£ p	Charge	
							£ p	
Penalty Notices (continued)								
Depositing litter	Fixed penalty notices (FPN's)	statutory fee	If paid within 14 days	80.00	80.00	-	80.00	Non-business
				60.00	60.00	-	60.00	Non-business
Graffiti & Fly-posting	Fixed penalty notices (FPN's)	statutory fee	If paid within 14 days	80.00	80.00	-	80.00	Non-business
				60.00	60.00	-	60.00	Non-business
Unauthorised distribution of free printed matter	Fixed penalty notices (FPN's)	statutory fee	If paid within 14 days	80.00	80.00	-	80.00	Non-business
				60.00	60.00	-	60.00	Non-business
Failure to comply with a waste receptacles notice	Fixed penalty notices (FPN's)	statutory fee	If paid within 14 days	80.00	80.00	-	80.00	Non-business
				60.00	60.00	-	60.00	Non-business
Failure to comply with a street litter control notice	Fixed penalty notices (FPN's)	statutory fee	If paid within 14 days	110.00	110.00	-	110.00	Non-business
				83.00	83.00	-	83.00	Non-business
Failure to comply with a litter clearing notice	Fixed penalty notices (FPN's)	statutory fee	If paid within 14 days	110.00	110.00	-	110.00	Non-business
				83.00	83.00	-	83.00	Non-business
Failure to produce waste documents	Fixed penalty notices (FPN's)	statutory fee	If paid within 14 days	300.00	300.00	-	300.00	Non-business
				180.00	180.00	-	180.00	Non-business
Failure to produce authority to transport waste	Fixed penalty notices (FPN's)	statutory fee	If paid within 14 days	300.00	300.00	-	300.00	Non-business
				180.00	180.00	-	180.00	Non-business
Smoking in smoke free premises or work vehicles	Fixed penalty notices (FPN's)	statutory fee	If paid within 14 days	50.00	50.00	-	50.00	Non-business
				30.00	30.00	-	30.00	Non-business
Failure to display no smoking signs	Fixed penalty notices (FPN's)	statutory fee	If paid within 14 days	200.00	200.00	-	200.00	Non-business
				150.00	150.00	-	150.00	Non-business

<p>THE BUILDING ACT 1984 : THE BUILDING REGULATIONS 2010 (As amended)</p> <p>The building owner or agent must make a building regulations application and pay a fee for the construction of new works. All work must comply with the 2010 Building Regulations (as amended).</p> <p>The person carrying out the building works is to liaise with and meet the requirements of the Local Authority Building Control and give the required notice for certain key stages of works as detailed in the guidance below.</p> <p>The charges set out on the following pages have been set in accordance with the Building (Local Authority Charges) Regulations 2010. The tables give the charges for various categories of work.</p>
<p>Full Plans Applications Charges</p> <p>The ‘charges’ shown in the following tables relate to Full Plans Applications. For the definition and details of Full Plans Applications please visit the respective Council’s website.</p>
<p>Building Notice Applications Charges</p> <p>Where building work is of a relatively minor nature, the Building Notice charge is the same for the Full Plans Application charge except for Cotswold District Council where the Building Notice charge is as shown on the relevant Tables.</p> <p>For the definition and details of Building Notice Applications please visit the respective Council’s website.</p> <p>A Building Notice Application will not, in the majority of situations, be accepted for new dwellings. It is also likely that new dwellings may potentially attract additional charges depending on what level of design input has been achieved by the applicant.</p>
<p>Regularisation Applications (Retrospective Works) Charges</p> <p>The charge required when depositing an application for regularisation (or reversion) is 100% of the appropriate charge as listed in the following tables excluding VAT, with an additional 50% premium added to it. This type of application is exempt from VAT.</p> <p>For the definition and details of Regularisation Applications please visit the respective Council’s website.</p>
<p>Works to provide access and facilities for disabled persons</p> <p>Charges are not payable when the proposed work is to provide access and facilities in an existing dwelling or an extension to store equipment or provide medical treatment for a disabled person. In order to claim exemption, the appropriate evidence as to the relevance of the adaptation for the person’s disability must accompany the application.</p>

TABLE A – NEW DWELLINGS e.g. flats, houses with total floor area of less than 300m²

No. of dwellings	Charge (excl. VAT)	Charge (incl. VAT)
1	£594.00	£712.80
2+	Price on application	

Notes:

- a) Where more than 1 dwelling is proposed, charges will be calculated on an individual application
- b) New dwellings over 300m² in floor area – charges to be negotiated.
- c) No additional fees are payable for different associated garages, built at the same time as the
- d) [Local Authority Building Control \(LABC\) can provide competitively priced 10 year Structural](#)

TABLE B – DOMESTIC AND COMMERCIAL EXTENSIONS TO A SINGLE BUILDING

Description	Charge (excl. VAT)	Charge (incl. VAT)
Erection / Extension of a garage (30m ² to 60m ²)	£319.00	£382.80
Garage conversion to habitable accommodation	£239.00	£286.80
Loft conversion up to 100m ²	£637.00	£764.40
Loft conversion over 100m ²	Price on application	
Extension up to 20m ²	£494.00	£592.80
Extension 20m ² up to 60m ²	£654.00	£784.80
Extension 60m ² up to 100m ²	£822.00	£986.40
Extension over 100m ²	Price on application	

Notes:

- a) References to floor area relate to the total internal area of all storeys.
- b) Where more than one extension is proposed, the floor areas must be added together to determine
- c) Some alterations to buildings to improve facilities for disabled persons are exempt from charges.

TABLE C – ALL OTHER WORK

Description	Charge (excl. VAT)	Charge (incl. VAT)
Under £1,000	£119.00	£142.80
£1,001 to £5,000	£239.00	£286.80
£5,001 to £10,000	£319.00	£382.80
£10,001 to £20,000	£439.00	£526.80
£20,001 to £30,000	£622.00	£746.40
£30,001 to £40,000	£759.00	£910.80
£40,001 to £50,000	£877.00	£1,052.40
£50,001 to £60,000	£1,076.00	£1,291.20
£60,001 to £70,000	£1,157.00	£1,388.40
£70,001 to £80,000	£1,275.00	£1,530.00
Over £80,000	Price on application	

For competitive quotations for projects over £80,000 please contact the building control team on
 01993 861651 or by emailing building.control@westoxon.gov.uk

TABLE C – ALL OTHER WORK *continued*

Description	Charge (excl. VAT)	Charge (incl. VAT)
Electrical installations if not using a competent electrical engineer	£491.00	£589.20
New windows install by non FENSA opp – up to 8 windows	£119.00	£142.80
New windows install by non FENSA opp – over to 8 windows	Price on application	
Notes on additional services:		
<p>a) Local Authority Building Control (LABC) can provide competitively priced 10 year Structural</p> <p>b) SAP/EPC and SBEM calculations can be provided – price on application.</p> <p>c) Air pressure testing can be provided – price on application.</p>		
<p>For more information please contact:</p> <p>The building control team on 01993 861651</p> <p>Email: building.control@westoxon.gov.uk</p>		

TABLE D – ADDITIONAL SERVICES

<p>Other relevant services not covered by the previous tables may be undertaken on a 'cost recovery' basis. The following are examples of additional services which the Council may provide:</p> <ul style="list-style-type: none"> · Provision of Completion Certificates e.g. where requested more than six months after completion of the building work · Advisory work in connection with i) demolition of buildings and ii) dangerous structures · There is a charge of £146 to administer an application which has not been visited for 10 years. <p>Services will be charged on an hourly rate of £ 73.00 per hour (including VAT).</p>
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		2020/2021 Basic Charge £ p	2021/2022 Basic Charge £ p	VAT £ p	2022/2023 Total Charge £ p	VAT Status
Dog Control (Release of an impounded Stray Dog)						
Statutory Fee		25.00	25.00	-	25.00	Non business
Kennelling	per day	20.00	22.00	-	22.00	Non business
Administration Fee		33.20	36.50	-	36.50	Non business
Delivery Charge (Optional return of dog to owner by the kennels)		49.00	53.90	10.78	64.67	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</i>						
Dog Chipping - Standard (subject to availability)		16.55	18.20	3.64	21.84	Standard
Dog Chipping - Concessionary (subject to availability)		16.55	18.20	3.64	21.83	Standard
Other Services						
Public Sewer Searches	statutory fee	30.00	30.00	-	30.00	Non business
Fairs						
Chipping Norton Mop Fair		5,000.00	5,250.00		5,250.00	Exempt
Woodstock Fair		2,500.00	2,625.00		2,625.00	Exempt
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						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						As Applicable

Environmental Services

Increase %

1.050

Annex D

		2021/2022	2022/2023	VAT	2022/2023	VAT Status
		Basic Charge £ p	Basic Charge £ p	£ p	Total Charge £ p	
Street Naming and Numbering						
Change of an existing property name		63.50	66.67	-	66.67	Non Business
Allocating a name to a property or allocating a number to a named property		63.50	66.67	-	66.67	Non Business
Change of a commercial building address		63.50	66.67	-	66.67	Non Business
Change of street name at residents, developers or parish/town council request		380.40	399.42	-	399.42	Non Business
Plus additional charge per property/unit where consultation with existing residents is to be carried out by WODC		42.00	44.10	-	44.10	Non Business
Naming and numbering of a block of flats		190.00	199.50	-	199.50	Non Business
Naming and numbering of new properties including commercial buildings	Per Unit up to 5 plots	63.50	66.67	-	66.67	Non Business
	6 - 25 plots	537.40	564.27	-	564.27	Non Business
	26 - 75 plots	835.80	877.59	-	877.59	Non Business
	76 - 150 plots	1,194.10	1,253.80	-	1,253.80	Non Business
	151 - 250 plots	1,492.60	1,567.23	-	1,567.23	Non Business
	251 - 350 plots	1,791.20	1,880.76	-	1,880.76	Non Business
	351 - 500 plots	2,089.70	2,194.18	-	2,194.18	Non Business
	501 or more plots	2,388.20	2,507.61	-	2,507.61	Non Business
Additional charges where new street names are required:						
	1 - 5 new street names	238.90	250.85	-	250.85	Non Business
	6 - 10 new street names	477.60	501.48	-	501.48	Non Business
	10 or more new street names	597.20	627.06	-	627.06	Non Business
Charge for a developer amending plans after naming and numbering has commenced		127.00	133.35	-	133.35	Non Business
Charges for preparing site location plans and supervising the installation of street nameplates						
	1-4 Nameplates	199.90	209.90	41.98	251.88	Standard Rate
	5-8 Nameplates	257.00	269.80	53.96	323.76	Standard Rate
	9-12 Nameplates	314.10	329.80	65.96	395.76	Standard Rate
	13-16 Nameplates	371.20	389.80	77.96	467.76	Standard Rate
	17-20 Nameplates	428.40	449.80	89.96	539.76	Standard Rate
	21-24 Nameplates	485.40	509.70	101.94	611.64	Standard Rate
	25-28 Nameplates	542.50	569.60	113.92	683.52	Standard Rate
	29+ Nameplates	571.00	599.50	119.90	719.40	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

Increase %

1.050

Annex D

Services Rendered or Performed	2021/2022	2022/2023	VAT	2022/2023	VAT Status
	Basic Charge £ p	Basic Charge £ p	£ p	Total Charge £ p	
Pest Control - Domestic					
Rats & Mice (per course of treatment)	56.10	58.90	11.78	70.68	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>	18.60	19.50	3.90	23.40	Standard
Wasps	53.90	56.60	11.32	67.92	Standard
Second & Subsequent wasps nests treated during the same visit	26.80	28.10	5.62	33.72	Standard
Other Insects	70.60	74.10	14.82	88.92	Standard
Other Insects - all following visits	37.70	39.60	7.92	47.52	
Abortive Calls and Surveys	18.60	19.50	3.90	23.40	Standard
Pest Control - Commercial					
All pests (except wasps)		per hour (min 1 hour)			
Wasps	89.70	94.20	18.84	113.04	Standard
Abortive Calls and Surveys	89.70	94.20	18.84	113.04	Standard
	44.90	47.10	9.42	56.52	Standard
		per ½ hour (min ½ hour)			

Environmental Services

Annex D

Increase % 1.100

Services Rendered or Performed	2021/2022	2022/2023	VAT	2022/2023	VAT Status
	Basic Charge £ p	Basic Charge £ p	£ p	Total Charge £ p	
Commercial & Schedule 1 Waste (Refuse)					
Cost per collection					
180 Litre Bin (Schedule 1 only)	4.92	5.40	-	5.40	Non Business
240 Litre Bin	6.59	7.20	-	7.20	Non Business
360 Litre Bin	10.17	11.20	-	11.20	Non Business
660 Litre Bin	13.25	14.60	-	14.60	Non Business
1,100 Litre Bin	18.78	20.70	-	20.70	Non Business
660 Litre Bin - Clinical	13.09	14.40	-	14.40	Non Business
Annual once per week collection					
180 Litre Bin (Schedule 1 only)	255.84	280.80	-	280.80	Non Business
240 Litre Bin	342.68	374.40	-	374.40	Non Business
360 Litre Bin	528.84	582.40	-	582.40	Non Business
660 Litre Bin	689.00	759.20	-	759.20	Non Business
1,100 Litre Bin	976.56	1,076.40	-	1,076.40	Non Business
660 Litre Bin - Clinical	680.68	748.80	-	748.80	Non Business
Commercial & Schedule 1 Waste (Recycling)					
Cost per collection					
180 Litre Bin (Schedule 1 only)	3.21	3.53	-	3.53	Non Business
240 Litre Bin	4.31	4.74	-	4.74	Non Business
360 Litre Bin	6.67	7.34	-	7.34	Non Business
660 Litre Bin	9.23	10.15	-	10.15	Non Business
1,100 Litre Bin	13.10	14.41	-	14.41	Non Business
Commercial & Schedule 1 Waste (Food)					
23 Litre Caddy	3.55	3.90	-	3.90	Standard
140 Litre Bin	4.41	4.85	-	4.85	Standard
240 Litre Bin	5.17	5.68	-	5.68	Standard
360 Litre Bin	6.07	6.67	-	6.67	Standard
660 Litre Bin	8.31	9.14	-	9.14	Standard

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

Environmental Services

Increase %

1.050

Annex D

	2021/2022	2022/2023	VAT	2022/2023	VAT Status
	Basic Charge £ p	Basic Charge £ p	£ p	Total Charge £ p	
Services Rendered or Performed					
*Pre paid plastic sacks - per sack (Refuse)	2.80	2.90	-	2.90	Non Business
*Pre paid stickers - per sticker (Refuse)	2.80	2.90	-	2.90	Non Business
*Pre paid plastic sacks - per sack (Recycling)	2.30	2.40	-	2.40	Non Business
*Pre paid stickers - per sticker (Recycling)	2.30	2.40	-	2.40	Non Business
<i>*Service to be available where wheeled bins are unsuitable</i>					
For Domestic use only:-					
Bulky household waste charges					
Contaminated bin	101.50	106.60	-	106.60	Non Business
Waste collection from commercial establishments (See page 12.17 for chargeable items)					
Green Waste Collection	35.00	40.00	-	40.00	Non-business
Recovery of Abandoned Trolleys (per trolley)	52.75	55.40	11.08	66.48	Standard
Container Delivery					
Black Boxes & Food Caddies*	5.00	5.30	-	5.30	Non Business
Household Waste Bin 240ltr*	10.00	10.50	-	10.50	Non Business

Bulky Household Waste Collection Service

Increase %

1.084

Annex D

	2021/2022 Basic Charge	2022/2023 Basic Charge	VAT	2022/2023 Total Charge	VAT Status
	£ p	£ p	£ p	£ p	
Normal Items					
Normal Household items*					
Up to 4 items	27.68	30.00	-	30.00	Non business
Each additional item with a limit of up to two additional item	9.22	10.00	-	10.00	Non business
Please refer to www.Westoxon.gov.uk for the up to date list of collectable items.					
Non - standard household items					
Non - standard household items	27.68	30.00	-	30.00	

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

Note: The Council will not collect the following items:

Asbestos, Bricks, Builders Rubble, Car Shells, Chemicals, Gas Bottles, Oil Drums, Paint, Trailers, Vehicle Engines (or other parts) or Vehicle wheels/tyres