

**The Building Act 1984
The Building (Local Authority Charges) Regulations 2010**

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**Building Regulation Fees
For Domestic & Commercial Work
Full Plans Applications
Building Notice Applications
Regularisation Applications**

Effective from 1st April 2024

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**This leaflet is available in large print
upon request**



Building Control Fees – 1st April 2024

Schedule 1

Charges for the creation of or conversion to new dwellings up to 3 storey's and a floor area no greater than 300m². (Please contact Building Control for a quotation for developments comprising of more than 3 dwellings). See Guidance notes below.

Number of Dwellings	Full Plans and Building Notice Charge	Regularisations Charge
	Inc VAT	VAT exempt
1	£1000.00	£1,500
2	£1,280.00	£1,920
3 and above	Please contact for quotation.	

Schedule 2

Charges for extensions, conversions and other alterations - Domestic works only. See Guidance notes below.

	Type of Work	Full Plans and Building Notice Charge	Regularisations Charge
		Inc VAT	VAT exempt
1	Extension including controllable conservatories, not including basements (for more than one extension, use the total sum of internal floor area).		
	Extension up to 10m ²	£570	£855
	11m ² – 40m ²	£730	£1,095
	41m ² – 60m ²	£890	£1,335
	61m ² – 100m ²	£975	£1,463
	Over 100m ²	Please contact for quotation.	
	Basement or part basement	Please contact for quotation.	
2	Small domestic garages and carports and stores (detached garages less than 30m² may be exempt)		
	Up to 60m ²	£455	£683
	Over 60m ²	Please contact for quotation.	
3	Erection or non-habitable extension of detached building not used solely as a garage/carport/store.		
	30m ² – 60m ²	£890	£1,335
	61m ² – 100m ²	£970	£1,455
	Over 100m ²	Please contact for quotation.	
4	Loft conversion.		
	Up to 100m ²	£665	£998
	Over 100m ²	Please contact for quotation.	
5	Conversion of garage to habitable space.		
	Up to 10m ²	£570	£855
	Up to 40m ²	£730	£1,095
	41m ² – 60m ²	£890	£1,335
	Over 60m ²	Please contact for quotation.	
6	Controllable work (Not Competent Person Schemes).		
	Rewire/partial rewire of a single dwelling	Please contact for quotation.	
	Any other controllable electrical work	Please contact for quotation.	
7	Multiple work (eg extension & basement/loft conversion/works)		

	Up to and over £100,000	Please contact for quotation, providing drawings and the estimated cost of the works.	
	Underpinning	Please contact for quotation.	
8	Energy efficiency improvements (Not Competent Person Scheme)		
	New and replacement windows and doors (Up to 7 windows and 2 doors to be installed at the same time).	£230	£345
	Removal/renovation of a thermal element (the charge is per thermal element).	£285	£428
	Installation of a woodburner	£430	£645
	Installation of solar panel/s	£285	£428

Schedule 3

Works not listed in Schedules 1 or 2 for domestic properties, or for all works to non-domestic properties e.g. Structural alterations, refurbishments, internal alterations. See Guidance notes below.

Estimated cost of works	Full Plans and Building Notice Charge	Regularisations Charge
	Inc VAT	VAT exempt
£0 - £5000	£350	£525
£5001 - £10,000	£430	£645
£10,001 - £20,000	£620	£930
£20,001 - £50,000	£810	£1,215
£50,001 - £75,000	£1,170	£1,755
£75,001 - £100,000	£1,540	£2,310
Over £100,000	Please contact for quotation	

Schedule 4

Building Control – Supplementary/Miscellaneous Fees. See Guidance notes below.

Supplementary Fees:	Including VAT
Schedule 4 All general costs such as chargeable advice, requests for viewing documentation, dealing with previously deposited applications etc	£95 per hour
Building Safety Regulator Fees for work related to Higher Risk Buildings.	£95 per hour
Miscellaneous Fees	
Electronic copy of the Approval Notice	£45
Electronic copy of the Completion Certificate	£45
Hourly charge for responding to enquiries regarding house sales	£95 per hour

Oxford City Council, Building Control - Guidance notes in relation to Schedule 1, 2, 3, and 4 fees.

Oxford City Council Building Control cannot accept building regulation applications for higher-risk building work or stage of higher-risk building work or for work to existing higher-risk buildings. Applications for building work to higher-risk buildings must be made to the Building Safety Regulator (BSR).

Building Notice Fee:

Building Notice applications can only be used for works to domestic dwellings and not where the premises are put to a relevant use e.g. a commercial premise, where a Full Plans application will be required. In addition a Building Notice should only be submitted for minor building works. Building Notices cannot be used for new buildings or dwelling where they front a street, or for sites where a H4 sewer is

identified, in these cases a Approval with Full Plans is required.

Domestic Approval with Full Plans/Building Notice/Reversion/Regularisation Applications

Fees:

Structural work to open an extension to the existing dwelling and associated electrical works are included in the fees of Schedule 2. However, where the project includes other works not directly associated with the extension or conversion, an additional charge will be required from Schedule 3. For instance, the installation of a ground floor WC or shower room elsewhere within the existing dwelling would be subject to a fee in addition to that required for the extension/conversion.

Regularisation Fee:

The Regularisation charge is a single payment required at the time of application in respect of unauthorised building work commenced on or after 11th November 1985. The Regularisation charge is applied at an additional 50% of the total Building Control Application fee. No VAT is payable with this type of application.

Site Inspections:

Following receipt of your application you will be informed of the elements of the project Building Control wish to inspect. The fees are based on an estimated amount of work involved in assessing compliance with the Building Regulations. Where further visits are requested by the applicant or builder, in addition to those specified by the Building Control surveyor, or the Building Control surveyor identifies necessary enforcement visits, an additional fee of £95 Including VAT per visit, will be charged to the applicant.

Conservatories:

Conservatories under 30m² floor area (That meet the required glazing amounts of 75% of the roof & 50% of the walls) are exempt from control under the Building Regulations. However, where the conservatory is to be open to the existing dwelling house and/or where heating from the existing dwelling house is extended into the conservatory, it would no longer be exempt and an application for the same size extension would be required.

Charges are not payable for the following:

Work solely for the benefit of an individual disabled person living at the domestic premises. Please note, a copy of the approved grant letter provided by Environmental Health or a letter from your Occupational Therapist indicating your disabilities and reason for the work.

General notes:

Please indicate on the application form if you wish to pay by debit/credit card and Oxford City Council will contact you on receipt of your application. Or if you wish to pay by BACS please can you follow the instructions on our application forms and e-mail into buildingcontrol@oxford.gov.uk to confirm when payment has been made.

If your work falls under more than one table, each charge is payable on submission.

Estimated cost of work means an estimate, accepted by the Local Authority, of a reasonable amount that would be charged by a person in business to carry out such work. A reduction cannot be allowed for DIY work. Estimates should exclude VAT, land acquisition costs, internal decoration, floor covering and fittings (If not shown on the plans) and professional charges paid to Architects, Engineers or Surveyors.

Where applications have not been inspected for 3 years or information not provided for 3 years the Council will charge a supplementary/reactivation fee to recover the additional costs in dealing with these applications.

The hourly rate which has been used for the calculation of the charges is £95 Including VAT per hour
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and will be recharged to the applicant.

The above Building Control fees have 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 relevant design and building work referred to in the standard fee tables. If they are not, the work may incur supplementary charges.

Should any fees not fall into the standard fee categories or if you have any difficulties calculating fees please do not hesitate to contact Building Control on 01865 252807 or buildingcontrol@oxford.gov.uk to obtain a competitive fee quotation.