


**SUPPLEMENTARY INFORMATION**
**Budget Planning Committee**
**18 August 2020**

Agenda Item Number	Page	Title	Officer Responsible	Reason Not Included with Original Agenda
6.	(Pages 3 - 20)	Revised Budget 2020/21 - Appendices	Director of Finance & Section 151 Officer, Assistant Director Finance	Appendices being reviewed and finalised at time of agenda publication

*If you need any further information about the meeting please contact Emma Faulkner, Democratic and Elections [democracy@cherwellandsouthnorthants.gov.uk](mailto:democracy@cherwellandsouthnorthants.gov.uk), 01295 221953*

This page is intentionally left blank

## **Cherwell District Council**

### **Executive**

**20 August 2020**

<b>Revised Budget 2020/21</b>
-------------------------------

### **Report of Director of Finance**

This report is public

#### **Purpose of report**

This report proposes a revised budget for 2020/21 to reflect the financial impact of Covid 19 and includes proposed savings required in order to achieve a balanced budget

#### **1.0 Recommendations**

The meeting is recommended to:

- 1.1 recommend that Council approve the savings as set out in Appendix 1.
- 1.2 recommend that Council approve a £1.2m use of the reserves as identified in Table 1.
- 1.3 recommend that Council approve the revised budget as set out in Table 1.
- 1.4 agree the revised fees and charges relating to Building Control Fees from 1 October 2020 as set out in Appendix 2.
- 1.5 delegate authority for the Director of Finance, in conjunction with the Finance Portfolio Holder, to carry out further virements between service budgets, Government grant income and reserves when actual sales, fees and charges income losses are known and when actual leisure costs are known.

#### **2.0 Executive Summary**

- 2.1 On 6 July 2020 the Executive agreed to ask officers to identify plans to address the potential overspend in 2020/21 arising from COVID-19 and report back to the next meeting with recommendations for action. This report sets out a proposal for a revised budget for 2020/21 which is the outcome of that work. The revised budget will address the risk of overspend and reflects the additional costs incurred by the Council in the response phase to the COVID-19 pandemic and the additional funding that has been received from central government.

- 2.2 The revised budget will provide a balanced budget for 2020/21 that includes budgets to meet the additional costs of COVID-19 to enable effective budget management.

### **3.0 Introduction**

- 3.1 The health, social and economic impacts of COVID-19 have been profoundly felt across Oxfordshire. The devastating impact of the pandemic has represented a challenge to our communities and our services on a scale of which we never seen before in our lifetime.
- 3.2 The pandemic has required local authorities to make rapid adjustments to meet new demands and to step up work in critical frontline services. Cherwell District Council, as well as the other councils across Oxfordshire, has led our communities through the coronavirus lockdown by creating new services and adapting existing services including the shielding of vulnerable residents, adult social care, emergency planning and public health response and ensuring schools are kept open for vulnerable children and those of key workers.
- 3.3 These new and increased demands have resulted in significant additional expenditure. At the same time, council income streams – from car parking to planning fee income – have been severely damaged by the lockdown and the impact on the local economy.
- 3.4 Additional funding has been provided from central Government to help councils with the financial impact of COVID-19, which has been extremely welcome. However, as is the case with other councils across England, this does not match our projected additional expenditure and loss of income and does not address potential increases in demand as lockdown measures are eased.
- 3.5 As such, further financial pressures are likely to follow as we restart services in a COVID-safe manner. Furthermore, the possibility of a second wave or a local outbreak of the virus later this year, particularly if combined with a flu epidemic, will place a significant strain on existing resources, especially if further lockdown is required and services have to be stood down (and then up) again.
- 3.6 There will also be significant income losses in future years arising from COVID as a result of reduced business rates and council tax. Moreover, a deep national recession will not only reduce income but also increase demand for valued public services which will be required in response to local residents and businesses affected.
- 3.7 Councils have a legal duty to balance their budgets each year and act to avoid the possibility that expenditure might exceed available income in any year. This means that Cherwell District Council, like other councils across the country, has no option but to take significant cost-saving measures to address this unavoidable funding shortfall.
- 3.8 Our overall aims when planning these measures have been to minimise the impact on our frontline services, to continue to protect the most vulnerable in our communities, and to prioritise and support the county's recovery from COVID.

## **4.0 Impact on Services In-Year**

- 4.1 The in-year savings proposed are set out in the appendices that accompany this report. They are drawn from across all service areas, with a focus on protecting frontline services and activities that support those who are most vulnerable.
- 4.2 A combination of government funding, holding vacant posts empty for an extended period, reducing costs associated with travel and facilities management as our buildings have been closed and underspends in some service areas means that the in-year savings proposals can be delivered with minimal impact on frontline service delivery.
- 4.3 However, potential increases in service demand following the pandemic are not yet fully apparent and the on-going position during the rest of the year will continue to be closely monitored and scrutinised.
- 4.4 Furthermore, the impact of scaling back in-year projects may affect the longer-term delivery of objectives and potentially planned savings and income generation. Our long-term focus on our re-start, re-cover and re-new strategy, to stand up our services and plan for a post Covid Cherwell will need to consider the budgetary impacts over the medium term. Work is already underway to reprofile our medium-term financial strategy (MTFS) and consider the impact on the budget for 2021/22 and beyond. This will be based on the MTFS approved at Council in February 2020 which identified a budget gap of £7.7m in 2021/22. A planning paper will be presented to the Executive in September to set our financial planning assumptions and strategy to address them which will be based.

## **5.0 Financial Position 2020/21**

- 5.1 As set out in the report to Executive on 6 July 2020, the COVID-19 pandemic has had a significant impact on the local government sector and has required authorities to commit expenditure that is outside of their agreed budgets. Councils are also experiencing significant losses in income from fees and charges.
- 5.2 The report to the Executive on 6 July set out a forecast financial impact of Covid-19 of £6.2m, based on the position at the end of May 2020. At that stage, Government grant income of £1.6m had been received towards this resulting in forecast net costs related to Covid-19 of £4.6m.
- 5.3 On the 2 July 2020 the Secretary of State for Ministry of Housing Communities and Local Government (MHCLG) announced an 'income guarantee scheme for income from sales, fee and charges. Full details of the scheme are not yet available, but it is expected that the scheme will fund losses on sales, fees and charges of 75% of budget after a deduction of 5% to allow for annual variations. This will create a burden share between central and local government. Claims are likely to be made in arrears based on actual losses.
- 5.4 Since the 2 July announcement, the Government has clarified that Cherwell will receive a further £0.2m grant. Cherwell has also estimated that it will receive £1.4m funding for lost income. Cherwell's Covid-19 related costs have also been

estimated to increase by a further £0.5m, primarily related to compensation payments to leisure centres. This is a net improvement of £1.1m meaning the latest net forecast cost of Covid-19 is £3.5m.

- 5.5 In arriving at the revised balanced budget for 2020/21, proposals totalling £2.4m have been put forward by services to reduce expenditure or maximise income in year. The proposals are set out in Appendix 1.
- 5.6 The revised budget also addresses the underlying forecast overspend of £0.5m within Communities (£0.3m) and Place and Growth (£0.2m) Directorates. The overspend is mainly due to additional costs of waste and recycling in Communities and minor overspends in Place and Growth which have been offset by savings identified. In order to make the overall budget balance it is proposed to use £1.2m of reserves.
- 5.7 Table 1 summarises the impact of these changes at directorate level and sets out the latest approved budget for 2020/21, the budget changes proposed in this report, and the resulting revised 2020/21 budget.
- 5.8 The proposed virements balance to zero as increases in expenditure and income are equal and opposite. This means that there is no impact on the Council's net operating budget of £25.6m and the Council Tax Requirement remains at £7.7m as set by Council in February 2020.

<b>Table 1 - Proposed Budget Reset Budget Virement</b>						
<b>Directorate</b>	<b>Covid-19 Virement £m</b>	<b>BAU Pressures £m</b>	<b>Total Savings £m</b>	<b>Overall Virement £m</b>	<b>Original Budget £m</b>	<b>Revised Budget £m</b>
Place and Growth	0.650	0.176	(0.426)	0.400	3.506	3.906
Customer and OD	0.202	0.000	(0.301)	(0.099)	3.918	3.819
Adults and Housing Services	0.364	0.000	(0.272)	0.092	2.932	3.024
Public Health and Wellbeing	0.326	0.000	(0.484)	(0.158)	3.066	2.908
CDA&I	2.617	0.000	(0.694)	1.923	2.115	4.038
Communities	1.393	0.310	(0.195)	1.508	6.429	7.937
Corporate	1.163	0.000	0.000	1.163	0.000	1.163
<b>Sub Total - Directorate</b>	<b>6.715</b>	<b>0.486</b>	<b>(2.372)</b>	<b>4.829</b>	<b>21.966</b>	<b>26.795</b>
<b>Executive Matters:</b>						
Treasury	0.000	0.000	(0.472)	(0.472)		
Government Grant	(3.175)	0.000	0.000	(3.175)		
Application of Reserves	0.000	0.000	(1.182)	(1.182)		
<b>Sub Total - Executive Matters</b>	<b>(3.175)</b>	<b>0.000</b>	<b>(1.654)</b>	<b>(4.829)</b>	<b>3.638</b>	<b>(1.191)</b>
<b>Total</b>	<b>3.540</b>	<b>0.486</b>	<b>(4.026)</b>	<b>0.000</b>	<b>25.604</b>	<b>25.604</b>

- 5.9 Covid-19 allocations relating to Leisure are based on actual costs up to the end of June with the balance held corporately until the rate of recovery of leisure centres is known following their ability to begin to reopen from 25 July 2020. Authority should be delegated to the Director of Finance, in conjunction with the Finance Portfolio Holder, to vire resources to the Wellbeing Service when actual costs are known in line with the recommendation set out at paragraph 1.5.

## **6.0 Conclusion and Reasons for Recommendations**

- 6.1 It is recommended that the Executive approves an revised budget for 2020/21 in order to address the net increase in costs the Council faces as a result of Covid-19. Formalising the net forecast underspend the Council has identified within its "Business as Usual" spend as well as further savings plus reflecting additional costs related to Covid-19 will ensure that service managers know the budget within which they are operating. This will help the Council to control its costs for the remainder of the year.

## **7.0 Consultation**

Portfolio Holders	All Portfolio Holders have been consulted in the preparation of these proposals
Budget Planning Committee	Comments attached at Appendix 3.

## **8.0 Alternative Options and Reasons for Rejection**

- 8.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: Do nothing

The Council has the option to do nothing and not introduce a revised budget. However, this would mean that services are operating with budgets which do not reflect service delivery and would make it more difficult for services to control costs.

## **9.0 Implications**

### **Financial and Resource Implications**

- 9.1 The net cost of the budget virement to the Council and council tax payer is nil. However, savings are proposed to be redirected from "business as usual" spend to partially fund Covid-19 costs. This is the prudent course of action to control the overall net spend of the Council. Alternative approaches to rely on Directorates delivering underspends would have resulted in less control over the budgetary position. Tight monitoring of the budget must continue to take place to ensure that these in-year changes are delivered over the course of the year.

Comments checked by:

Michael Furness, Assistant Director of Finance, Tel 01295 221845, email [michael.furness@cherwell-dc.gov.uk](mailto:michael.furness@cherwell-dc.gov.uk)

### **Legal Implications**

- 9.2 **Balanced Budget**

The provisions of the Local Government Finance Act 1992 (LGFA 1992) set out what the council has to base its budget calculations upon, and require the council to

set a balanced budget with regard to the advice of its section 151 officer. The setting of the budget is a function reserved to full Council, who will consider the draft budget which has been prepared by the Executive. Once the budget has been agreed by full Council the Executive cannot make any decisions which conflict with it, although variations and year-in-year changes can be made in accordance with the council's financial regulations.

### **Building Control Fees**

Local authorities are authorised under the Building (Local Authority Charges) Regulations 2010 ("the Charges Regulations") to charge those carrying out building work and building owners for carrying out certain functions under Part I of the Building Act 1984 and the Building Regulations 2010.

Under the Charges Regulations, charges must be set at a level that ensures, taking one financial year with another, that the income of an authority from charges equates to the costs that it incurs in providing chargeable functions and advice (in other words, the chargeable functions are to be self-financing but are not meant also to cover the costs of non-chargeable functions).

Local authorities must prepare and publish a charging scheme in respect of the charges it makes to those carrying out building work, those applying for regularisation of unauthorised work, or those seeking chargeable advice.

Comments checked by:

Richard Hawtin, Team Leader – Non-contentious, Tel 01295 221695, Email [richard.hawtin@cherwell-dc.gov.uk](mailto:richard.hawtin@cherwell-dc.gov.uk)

## **10.0 Decision Information**

### **Key Decision**

**Financial Threshold Met:** Yes

**Community Impact Threshold Met:** Yes

### **Wards Affected**

All

### **Lead Councillor**

Cllr Tony Ilott – Lead Member for Financial and Governance

### **Document Information**

<b>Appendix No</b>	<b>Title</b>
1	2020/21 In-Year Savings Proposals
2	Proposed New Building Control Fees from 1 October 2020



3	Budget Planning Committee Comments
<b>Background Papers</b>	
None	
<b>Report Author</b>	Michael Furness – Assistant Director of Finance
<b>Contact Information</b>	01295 221845 Michael.furness@cherwell-dc.gov.uk

This page is intentionally left blank

## 2020/21 In-Year Savings Proposals

1. Place and Growth has identified total proposed savings of £0.426m across its two principal areas of activity – Planning and Development (incorporating Development Management, Planning Policy and Building Control) and Growth & Economy, (incorporating Economic Development, Build! and the Bicester team). In the main savings would be taken from a robust approach to vacancy management which includes deleting unfilled posts that had been planned to be created as part of last year's growth bid to support Growth Deal work and holding over vacancies in Development Management. Increasing fee income in Building Control would provide a small but helpful additional contribution.

### 1.1 Place and Growth – Planning and Development – proposed savings £0.202m

Title of Proposal	Brief Description	£m
Remote Working	Reduced spend linked to staff working at home. This mainly relates to reductions in energy costs, travel expenses, printing and stationery costs.	(0.020)
Vacancy Management	Deletion of two vacant posts and holding over vacant posts	(0.115)
Consultants	Reduce expenditure on agency fees to cover difficult-to-recruit-to posts	(0.056)
Income	Increase Building Control income in accordance with the revised Fee Schedule set out in Appendix 2 by 5% from 1 <sup>st</sup> October	(0.011)

### 1.2 Place and Growth – Growth and Economy – proposed savings £0.224m

Title of Proposal	Brief Description	£m
Growth Deal	Delete CDC Growth Deal workstream posts	(0.126)
Kidlington	Due to Covid restrictions we have had to delay the start of recruitment to a new post of Kidlington co-ordinator until later in the year	(0.025)
Remote Working	Reduced spend linked to staff working at home. This mainly relates to reductions in energy costs, travel expenses, printing and stationery costs.	(0.008)
Vacancy Management	Paused recruitment on three posts to respond to Covid related delays to progressing the Cherwell Industrial Strategy and by finding an alternative approach to providing specific in-service support.	(0.065)

2. Customers and Organisational Development has identified total proposed savings of £0.301m as described in paragraphs 2.1 – 2.4.

### 2.1 Customers and Organisational Development – Customer Contact Centre and Land Charges – proposed savings £0.055m.

Title of Proposal	Brief Description	£m
Land Charges	Land Charges saving by using internal resource to undertake scanning and indexing of records to go 'paper light' rather than external resource. Able to achieve this shift to internal resource through reduced demand during closedown.	(0.005)
Remote Working	Reduced spend linked to staff working at home. This mainly relates to reductions in energy costs, travel expenses, printing and stationery costs.	(0.015)

<b>Title of Proposal</b>	<b>Brief Description</b>	<b>£m</b>
Vacancy Management	Reduction in Customer Contact Centre staffing budget through a combination of holding vacancies, utilisation of part time hours and releasing pension contributions from budgets where they are not required.	(0.032)
Customer Contact Centre	Non-essential spend saving – reduction in uniform budget.	(0.003)

2.2 Customers and Organisational Development – Human Resources – proposed savings £0.050m.

<b>Title of Proposal</b>	<b>Brief Description</b>	<b>£m</b>
iTrent implementation (IT system)	Reduction in contingency for iTrent implementation (HR/Payroll IT system). It was expected that additional payroll support for data cleansing would be required, this has not been the case). Budget was 45k reduced with a 10k contingency.	(0.035)
Remote Working	Reduced spend linked to staff working at home. This mainly relates to reductions in energy costs, travel expenses, printing and stationery costs.	(0.003)
Apprentice Post	Hold recruitment	(0.012)

2.3 Customers and Organisational Development – IT – proposed savings £0.117m

<b>Title of Proposal</b>	<b>Brief Description</b>	<b>£m</b>
Vacancy Management	Not recruiting to several current vacancies. Deliverable in the short term and the service will seek ways to maintain this saving through working in partnership with Oxfordshire County Council to deliver IT projects.	(0.055)
IT Applications	Citrix support saving.	(0.010)
Remote Working	Reduced spend linked to staff working at home. This mainly relates to reductions in energy costs, travel expenses, printing and stationery costs.	(0.005)
IT Contracts	Reductions from various contracts including Adept/Printers/Daisy/Log-Me-In/HSO/Azure Backup.	(0.047)

2.4 Customers and Organisational Development – Communications, Strategy and Insight – proposed savings £0.079m

<b>Title of Proposal</b>	<b>Brief Description</b>	<b>£m</b>
Misc.	IT equipment, software, advertising and subscriptions	(0.025)
Vacancy Management	Delivery of savings through delayed recruitment to the new joint communications, strategy and insight service.	(0.046)
Remote Working	Reduced spend linked to staff working at home. This mainly relates to reductions in energy costs, travel expenses, printing and stationery costs.	(0.008)

3. Adults and Housing Services has identified total proposed savings of £0.272m as described in paragraph 3.1.

3.1 Adults and Housing Services – Housing – proposed savings £0.272m

<b>Title of Proposal</b>	<b>Brief Description</b>	<b>£m</b>
Growth Deal Top Up	A saving from the £880,000 top up fund means we will not contribute to a small shared ownership scheme.	(0.138)
Vacancy Management	Current vacancies will not be filled.	(0.091)
Enforcement Activity	Penalty charges collected as a result of enforcement	(0.033)
Remote Working	Reduced spend linked to staff working at home. This mainly relates to reductions in energy costs, travel expenses, printing and stationery costs.	(0.010)

4. Public Health and Wellbeing has identified total proposed savings of £0.484m as described in paragraph 4.1.

4.1 Public Health and Wellbeing – Wellbeing – proposed savings £0.484m

<b>Title of Proposal</b>	<b>Brief Description</b>	<b>£m</b>
Impact of CQ2 build on Spiceball Leisure Centre	Growth bid to mitigate the impact of the building works on footfall /income to Spiceball Leisure Centre due to the removal of local car parking and the pedestrian bridge access	(0.330)
Vacancy Management	Pause recruitment to 2 vacant posts for 6 months	(0.017)
Remote Working	Travel, Print, Stationery Contraction of budgets due to remote working	(0.010)
Vacancy Management	Release of difference in budget between establishment and current staff levels, unneeded pension costs for non enrolled staff	(0.034)
Various service savings	Small budget corrections covering contraction in venue hire costs for Hubs, Reduced utility costs for Banbury Museum, Less promotion for Cherwell Lottery	(0.027)
Vacancy Management	Holding 5 p/t vacancies until 21/22	(0.066)

5. Commercial Developments, Assets and Investments has identified total proposed savings of £0.694m as described in paragraphs 5.1 – 5.4.

5.1 Commercial Developments, Assets and Investments – Pace, Growth and Commercial – proposed savings £0.016m.

<b>Title of Proposal</b>	<b>Brief Description</b>	<b>£m</b>
Growth Deal	The £16k was an amount set aside as part of the Growth Deal bid (CDC funded). It was to be used to pay for external support to carry out a review of the Project Management Office function to identify areas for further improvement.	(0.016)

5.2 Commercial Developments, Assets and Investments – Property – proposed savings £0.369m.

Title of Proposal	Brief Description	£m
LED Project	A plan to save money by introducing LED lighting spend to save investment in Bodicote House is proposed to be deleted due to the payback period being in excess of 7 years	(0.069)
Asset Management Software Licence	PAM software acquisition as currently all data managed in Ms Excel.	(0.020)
Asset Management Software Acquisition	PAM professional fees for buying and properly set up software.	(0.050)
Banbury Canalside	The budgeted £230k consultancy fee was expected to cover a feasibility study that links into the Masterplan works currently being undertaken. This is being paused and will be delivered in 2021/22. This proposal is not linked to Banbury Town Centre or Castle Quay 2.	(0.230)

5.3 Commercial Developments, Assets and Investments – Finance – proposed savings £0.189m.

Title of Proposal	Brief Description	£m
Remote Working	Reduced spend linked to staff working at home. This mainly relates to reductions in energy costs, travel expenses, printing and stationery costs.	(0.007)
Vacancy Management	Vacancy held for capital accountant until this can be recruited to and savings linked to Procurement based on recharge expected from OCC.	(0.018)
New Burdens Grant	Grant received from Government for the work carried out paying grants to small business as part of the response to COVID19	(0.130)
Budget Review	Legal costs and salary recharge in Revenues and Benefits CDC budget no longer required	(0.026)
Non-essential spend	Anticipated underspends on computer hardware due to all staff having recent laptops and on conferences due to less major conferences being available due to COVID19.	(0.008)

5.4 Commercial Developments, Assets and Investments – Legal and Democratic Services – proposed savings £0.120m

Title of Proposal	Brief Description	£m
Vacancy Management	Director of Law and Governance	(0.003)
Vacancy Management	Practice Manager	(0.027)
Computer Software	Adjustments to software budgets resulting in savings	(0.013)
Professional Fees		(0.004)
Members Training	Adjustments to members Training budget	(0.005)
Chairman's Expenses	Reduction in Chairman's expenses due to Covid-19 lockdown.	(0.006)
Advertising	Reduction in Democratic Services Advertising budget	(0.002)
Remote Working	Reduced spend linked to staff working at home. This	(0.010)

<b>Title of Proposal</b>	<b>Brief Description</b>	<b>£m</b>
	mainly relates to reductions in energy costs, travel expenses, printing and stationery costs.	
Election Costs	Savings from District Elections being postponed due to Covid-19	(0.050)

6. Communities has identified total proposed savings of £0.195m as described in paragraphs 6.1 – 6.2.

6.1 Communities – Environmental Services – proposed savings £0.081m

<b>Title of Proposal</b>	<b>Brief Description</b>	<b>£m</b>
Vacancy Management	Delays to recruitment of posts (not Waste Collection)	(0.042)
Income	Increase in income following additional marketing of bulky waste services	(0.030)
	Increase in income from MOT inspections	(0.009)

6.2 Communities – Community Safety and Regulatory Services – proposed savings £0.114m

<b>Title of Proposal</b>	<b>Brief Description</b>	<b>£m</b>
Vacancy Management	Safer Communities & Environmental Enforcement Manager (end of interim arrangement in Septmeber)	(0.048)
Vacancy Management	Community Warden (1 of 4 currently vacant)	(0.026)
Vacancy Management	Business Support Assistant (current vacancy)	(0.014)
Agency Spend Reduction	Reduce agency spend to support Primary Authority Partnership	(0.008)
Remote Working	Reduced spend linked to staff working at home. This mainly relates to reductions in energy costs, travel expenses, printing and stationery costs.	(0.018)

7. Proposed corporate savings of £0.472m have been identified.

<b>Title of Proposal</b>	<b>Brief Description</b>	<b>£m</b>
Treasury Management	Reduced borrowing costs and lower interest rates are creating a positive variance against budget for 2020/21.	(0.472)

This page is intentionally left blank



## Proposed New Building Control Fees from 1 October 2020

BUILDING REGULATION FEES AND CHARGES  
REVIEW JULY 2020

PROPOSALS AND COMPARISONS WITH NEIGHBOURING AUTHORITIES

	WARWICK	STRATFORD	AYLESBURY	OXFORD	W. OXON	S/VALE	RANGE OF OTHERS	CHERWELL CURRENT	<b>CHERWELL PROPOSED</b>	PROPOSED % INCREASE
<b>New Dwellings</b>										
1 Dwelling	775	770	720	750	485	910	485-775	600	<b>750</b>	25.0%
2 Dwellings	967	1045	1000	996	Q	1820	967- 1820	900	<b>1000</b>	11.1%
3 Dwellings	1200		1208	Q	Q	Q	1200- 1265	1200	<b>1250</b>	4.2%
4 Dwellings	1367	1436	1542	Q	Q	Q	1367- 1542	1350	<b>1400</b>	3.7%
5 Dwellings	1558	Q	1750	Q	Q	Q	1558- 1750	1500	<b>1600</b>	6.7%
<b>Other New Builds</b>										
New Garage <40m2	254	275	333	658	284	350	254-688	200	<b>300</b>	50.0%
New Garage 40m2 - 60m2	254	275	400	688	284	420	254-688	X	<b>380</b>	New Category
<b>Extensions</b>										
Extn <10m2	400	33-0	417	442	367	420	330-442	320	<b>350</b>	9.4%
Extn 10m2 - 40m2	400	440	583	567	485	630	400-630	550	<b>550</b>	nil
Extn 40m2 - 80m2	517	770	792	750	732	840	517-840	650	<b>650</b>	nil
<b>Conversions</b>										
Garage Conversion	254	275	400	354	257	420	254-420	225	<b>300</b>	33.3%

	WARWICK	STRATFORD	AYLESBURY	OXFORD	W. OXON	S/VALE	RANGE OF OTHERS	CHERWELL CURRENT	<b>CHERWELL PROPOSED</b>	PROPOSED % INCREASE
Loft Conversion <80m2	517	385	550	517	568	700	385-700	480	<b>500</b>	4.2%
Loft Conversion 80m2 - 100m2	Q	385	792	517	568	700	385-700	480	<b>550</b>	14.6%
<b>Miscellaneous Works</b>										
Underpinning	333	X	X	X	X	X	333	X	<b>350</b>	New Category
Up to 6 doors/windows	-	150	167	175	106	175	106-175	100	<b>130</b>	30.0%
Each additional door/window	X	10	X	X	X	X	10	10	<b>15</b>	50.0%
Heating Appliance	X	X	167	329	X	X	167-329	80	<b>150</b>	87.5%
Electrical Appliance	X	X	292	X	437	X	292-437	500	<b>500</b>	nil
Thermal Upgrade	X	220	292	216	X	X	216-292	150	<b>180</b>	20.0%
Up to 6 Solar Panels	X	X	X	221	X	X	221	15	<b>180</b>	20.0%
<b>Based on Construction Value</b>										
0-£10k	254	248	396	329	284	350	248-396	300	<b>300</b>	X
£10k - £40k	483	440	583	629	676	490	440-676	350	<b>480</b>	37.1%
£40k - £100k	Q	605	717	1196	1136	X	605-1196	400	<b>720</b>	80.0%
<b>Building Notice Supplement</b>	Nil	10%	20%	Nil	Nil	Nil	10%-20%	Nil	<b>10%</b>	10%

	WARWICK	STRATFORD	AYLESBURY	OXFORD	W. OXON	S/VALE	RANGE OF OTHERS	CHERWELL CURRENT	<b>CHERWELL PROPOSED</b>	PROPOSED % INCREASE
<b>Supplementary Fees</b>										
Additional Visits	X	X	X	65	X	X	65	X	<b>65</b>	New Item
Copies of Certificates	X	X	25	32	X	23	23-32	40	<b>40</b>	nil
Reopening applications after less than 3 years	X	X	50	X	X	110	50-110	50	<b>50</b>	nil
Reopening applications after more than 3 years	X	X	75	X	X	110	75-110	50	<b>100</b>	100.0%

## NOTES

1. All charges are in £ and EXCLUSIVE of VAT
2. Charges rounded up or down to nearest £
3. Q = Ask for quotation
4. X – Fee for item not quoted
5. Some building ranges (eg extn 10m<sup>2</sup> - 40m<sup>2</sup>) are not all the same for all Authorities so charges have been interpolated

This page is intentionally left blank