



| | |
|----------------------------|--|
| Council name | COTSWOLD DISTRICT COUNCIL |
| Name and date of Committee | CABINET - 8 JANUARY 2026 |
| Subject | 2026/27 FEES AND CHARGES |
| Wards affected | All |
| Accountable member | Cllr Patrick Coleman, Cabinet Member for Finance Email: Patrick.Coleman@Cotswold.gov.uk |
| Accountable officer | David Stanley, Deputy Chief Executive Email: Democratic@Cotswold.gov.uk |
| Report author | David Stanley, Deputy Chief Executive Email: Democratic@Cotswold.gov.uk |
| Summary/Purpose | The purpose of this report is to present a revised schedule of fees and charges for 2026/27. The report also describes the rationale for the revised charges compared to current charges for 2025/26. Revised charges are presented at Annex A alongside current charges for 2025/26 |
| Annexes | Annex A – Schedule of Fees and Charges |
| Recommendation(s) | That Cabinet resolves to: <ol style="list-style-type: none">1. Endorse the rationale for revising fees and charges as set out in the report;2. Approve the delegation of future decisions regarding the setting of Special Area of Conservation Fees to the Head of Planning Services in consultation with the Deputy Leader and Cabinet Member for Housing and Planning;3. Approve the changes to car parking arrangements detailed in section 4 of the report to align with the Car Parking Strategy approved on 20 November 2025; and4. Approve the implementation of revised fees and charges for 2026/27 as detailed in Annex A from 1 April 2026. |



COTSWOLD

District Council

| | |
|-----------------------------|---|
| Corporate priorities | <ul style="list-style-type: none">• Delivering Good Services• Supporting Communities• Supporting the Economy |
| Key Decision | YES |
| Exempt | NO |
| Consultees/ Consultation | The Fees and Charges schedule for 2026/27 has been developed in consultation with the Council's statutory officers, Publica management, Ubico management, and members of the Cabinet. |



1. EXECUTIVE SUMMARY

- 1.1** The purpose of this report is to present a revised schedule of fees and charges for 2026/27. The report also describes the rationale for the revised charges compared to current charges for 2025/26. Revised charges are presented at Annex A alongside current charges for 2025/26.
- 1.2** With effect from 1 April 2026, it is recommended that many charges are increased by 3.8% in line with the Consumer Prices Index (as measured at September 2025) in order to keep pace with general price inflation. This ensures that chargeable services continue to raise additional revenue so as not to place further pressure on the 2026/27 revenue budget.
- 1.3** All proposed charges disclosed in this report are rounded to the nearest 50p, £1, or £5 as appropriate. All charges are also inclusive of VAT where applicable to show the actual price to be paid by the service user.

2. BACKGROUND

- 2.1** Discretionary Fees and charges are reviewed annually as part of the budget setting process. The charges presented in this report will be reflected in the estimates presented as part of the budget and medium-term financial strategy to be proposed by Cabinet and determined by Full Council on 23 February 2026.

3. MAIN POINTS

- 3.1** It is recommended that the following services increase fees and charges by 3.8% with effect from 1 April 2026. Some individual charges will be slightly higher or lower than 3.8% due to rounding (see paragraph 1.3):

- Waste and Recycling – Containers and Bulky Waste Collection.
- Building Control.
- Street Naming and Numbering of Properties.
- Local Land Charges.
- High Hedge Complaints.
- Legal Services.
- Legal and Estates (Property Transactions).
- Licensing (Excluding HMO Fees).



- Private Water Supply Testing.
- Animal Warden – Admin charge.
- Food Health and Safety (except for SFBB diary sheets which have been increased by more than 3.8% to fully recover printing costs).
- Cemeteries.

3.2 The following services are either freezing charges at 2025/26 levels or proposing an alternative to a 3.8% increase:

- Waste and Recycling – A £4 increase for the Garden Waste Annual Subscription is recommended.
- Planning - Following a Planning Advisory Service review, Pre-Application Fees and Other Discretionary Charges have been fundamentally reviewed and rationalised accordingly.
- Section 106 Agreements – Charges will be indexed in line with the BCIS CIL Index (2.3% for 2026) as set out in the report approved by Cabinet on 13 March 2023.
- Biodiversity Net Gain (BNG) Monitoring Fees – Charges have been reviewed and updated to deliver full cost recovery for this activity.
- Special Area of Conservation (SAC) Fees - Fees are regularly reviewed in consultation with other participating Councils. To facilitate partnership working and ensure fees are consistent across all Councils, it is recommended that future decisions relating to SAC Fees are delegated to the Head of Planning Services in consultation with the Deputy Leader and Cabinet Member for Housing and Planning.
- Housing in Multiple Occupation (HMO) Licences – Licences are now issued for five years instead of three years and charges have been updated accordingly.
- Regulation of Pollution from Industrial Sources – Fees have been reviewed and updated in line with neighbouring authorities.
- Car Parking – Several changes are recommended in order to align with the Car Parking Strategy approved by Cabinet on 20 November 2025. This is detailed in Section 4 of this report.
- Public Conveniences – Charges will increase by 10p to 50p. Responsibility for the facility at Market Place, Northleach will be transferred to Northleach with Eastington Town Council from 1 April 2026.



Fees and Charges Limited by Statute

3.3 Some fees and charges are set or capped by Central Government and are therefore outside of the scope of this report. These include:

- Statutory Planning Application Fees.
- Alcohol and Entertainment Licences.
- Charges set out in the Environmental Permitting Regulations (2016).

4. CAR PARKING

4.1 This report proposes freezing pay and stay charges of one hour or less at 2025/26 levels (excluding Maugersbury Road Car Park, Stow on the Wold – see paragraph 4.5 below). Charges for longer stays and season tickets will be increased by an average of 4.8% in order to generate an overall increase in parking revenue of 3.8% compared to the 2025/26 budget.

4.2 On 20 November 2025, Cabinet approved and adopted the Cotswold District Council Car Parking Strategy 2025-2028. In addition, Cabinet approved the Car Parking Action Plan at Annex A of the strategy.

4.3 The Action Plan includes changes to car parks at Bourton on the Water and Stow on the Wold. Making changes to the car parks will require a variation to the Parking Order.

4.4 Cabinet approved two recommendations to propose changes to vary the Parking Order. The first proposal is to vary the charging times at Rissington Road car park, Bourton on the Water from 8am -6pm to 10am -8pm. Season tickets will also be made available for purchase for this car park.

4.5 The second proposal is to introduce a tourist levy at Maugersbury Road Car Park, Stow on the Wold, to generate funds specifically dedicated to dealing with the impact of tourism on the town subject to the statutory parking order process. The proposal is to introduce the same levy as Bourton on the Water, currently 60p per transaction.

5. ALTERNATIVE OPTIONS

5.1 An alternative option to that presented in this report would be to freeze all fees and charges at 2025/26 levels. However, this option is not recommended for the following reasons:



- Chargeable services would recover a smaller proportion of their costs from service income and would require additional financial support from General Fund resources.
- Additional savings proposals would be needed to replace the income to be generated from increased charges and balance the 2026/27 revenue budget.

6. CONCLUSIONS

- 6.1** This report recommends that most chargeable services increase their fees and charges with effect from 1 April 2026. As well as ensuring chargeable services continue to recover a significant proportion of their costs from sales, fees and charges income, the additional revenue that will be generated will make a significant contribution towards balancing the revenue budget for 2026/27.

7. FINANCIAL IMPLICATIONS

- 7.1** The proposals set out in this report are estimated to generate an additional £309,000 per annum in income from sales, fees and charges; of which £129,000 will be generated from Car Parking charges. This excludes revenue generated from the proposed tourist levy for Mangersbury Road Car Park, Stow on the Wold which is earmarked for dealing with the impact of tourism on the town. It is proposed that the revised charges are implemented from 1 April 2026 meaning this additional revenue is fully reflected in the Medium-Term Financial Strategy and Revenue Budget Estimates for 2026/27.

8. LEGAL IMPLICATIONS

- 8.1** Section 93 Local Government Act 2003 gives the local authority a power to charge for discretionary services if the recipient of the service has agreed to provision of that service. This extends to charging for enhancements to a mandatory service. The aim of the power is to recover the costs of a service. Under section 93(3), the local authority is under a duty to secure that from one financial year, the income from charges for services does not exceed the costs of provision. Under Section 93(6), the local authority must have regard to the statutory guidance *"General Power for Best Value Authorities to Charge for Discretionary Services – Guidance on the Power in the Local Government Act 2003"*.



9. RISK ASSESSMENT

- 9.1** The income estimates presented in this report will be included within the 2026/27 revenue budget estimates and are based on the fees and charges schedule included at Annex A. The estimates assume the proposed increases will not have a material adverse impact on demand. However, should demand be affected by the proposed increases, there is a risk that the proposals set out in this report will not generate income to match the estimates to be included within the 2026/27 revenue budget.

10. EQUALITIES IMPACT

- 10.1** With regard to the proposals set out in this report (subject to approval), the Equalities Impact has been considered by Members and Officers participating in the development and decision-making process. Potential impacts on those with protected characteristics alongside other groups that experience discrimination have been given due consideration.

11. CLIMATE AND ECOLOGICAL EMERGENCIES IMPLICATIONS

- 11.1** There are no climate change or ecological emergencies implications.

12. BACKGROUND PAPERS

- 12.1** The following documents have been identified by the author of the report in accordance with section 100D.5(a) of the Local Government Act 1972 and are listed in accordance with section 100 D.1(a) for inspection by members of the public:

- None.

(END)