



Council name	<b>COTSWOLD DISTRICT COUNCIL</b>
Name and date of Committee	<b>CABINET - 1 FEBRUARY 2024</b>
Subject	<b>2024/25 FEES AND CHARGES</b>
Wards affected	All
Accountable member	Councillor Mike Evely, Deputy Leader and Cabinet Member for Finance Email: <a href="mailto:mike.evely@cotswold.gov.uk">mike.evely@cotswold.gov.uk</a>
Accountable officer	David Stanley, Deputy Chief Executive Email: <a href="mailto:david.stanley@cotswold.gov.uk">david.stanley@cotswold.gov.uk</a>
Report author	David Stanley, Deputy Chief Executive Email: <a href="mailto:david.stanley@cotswold.gov.uk">david.stanley@cotswold.gov.uk</a>
Summary/Purpose	The purpose of this report is to present a revised schedule of fees and charges for 2024/25. The report also describes the rationale for the revised charges compared to current charges for 2023/24. Revised charges are presented at Annex A alongside current charges for 2023/24.
Annexes	Annex A – Schedule of Fees and Charges
Recommendation(s)	That Cabinet resolves to: <ol style="list-style-type: none"><li>1. Endorse the rationale for revising fees and charges as set out in the report; and</li><li>2. Approves the implementation of revised fees and charges for 2024/25 as detailed in Annex A from 1 April 2024.</li></ol>
Corporate priorities	<ul style="list-style-type: none"><li>• Delivering our services to the highest standards</li><li>• Helping residents and communities access the support they need for good health and wellbeing</li><li>• Supporting businesses to grow in a green, sustainable manner, and to provide high value jobs</li></ul>
Key Decision	YES
Exempt	NO
Consultees/	The Fees and Charges schedule for 2024/25 has been developed in



COTSWOLD  
DISTRICT COUNCIL

Consultation	consultation with the Council's statutory officers, Publica management, Ubico management, and members of the Cabinet. Consultation has been carried out with members of the Overview and Scrutiny Committee, Audit Committee and with the District's residents, businesses and community organisations.
--------------	---



## **1. BACKGROUND**

- 1.1** The purpose of this report is to present a revised schedule of fees and charges for 2024/25. The report also describes the rationale for the revised charges compared to current charges for 2023/24. Revised charges are presented at Annex A alongside current charges for 2023/24.
- 1.2** With effect from 1 April 2024, it is recommended that many charges are increased by 6.7% to keep pace with general price inflation as measured by the Consumer Prices Index (CPI) for September 2023. This ensures that chargeable services continue to raise additional revenue so as not to place further pressure on the 2024/25 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. MAIN POINTS**

- 2.1** Apart from a small number of exceptions, it is recommended that the following services increase fees and charges by 6.7% with effect from 1 April 2024. Some individual charges will be slightly higher or lower than 6.7% due to rounding (see paragraph 1.3):
- Planning - Pre-Application Fees and Other Discretionary Charges;
  - Street Naming and Numbering of Properties (except for fees paid mainly by residents rather than property developers which will be frozen at 2023/24 levels);
  - Legal Services;
  - Legal and Estates (Property Transactions);
  - Licensing;
  - Animal Warden – Admin charge;
  - Food Health and Safety;
  - Private Water Supply Testing;
  - Cemeteries.
- 2.2** The following services are either freezing charges at 2023/24 levels or proposing an alternative to a 6.7% increase.



- Waste and Recycling – A £7 increase for the Garden Waste Annual Subscription is recommended alongside a 50p increase for refuse sacks and recycling containers. Charges for bulky waste collection remain at 2023/24 levels;
- Building Control – Charges are frozen at 2023/24 levels to ensure compliance with Government regulations for the determination of Building Control fees;
- Local Land Charges – Charges are frozen at 2023/24 levels;
- Section 106 Agreements – Charges will be indexed in line with the BCIS CIL Index (7.3% for 2024) as set out in the report approved by Cabinet on 13 March 2023;
- Car Parking – Charges for 2024/25 were considered in a separate report approved by Cabinet on 11 January 2024;
- Public Conveniences – Charges are frozen at 2023/24 levels.

#### Fees and Charges Limited by Statute

**2.3** 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;
- Pavement Licences; and
- Charges relating to the Regulation of Pollution from Industrial Sources.

### **3. CONCLUSIONS**

**3.1** This report recommends that most chargeable services increase their fees and charges with effect from 1 April 2024. 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 2024/25.

### **5. FINANCIAL IMPLICATIONS**

**5.1** The proposals set out in this report are estimated to generate an additional £197K per annum in income from sales, fees and charges. It is proposed that the revised charges are implemented from 1 April 2024 meaning this additional revenue is fully reflected in the MTFS and Revenue Budget Estimates for 2024/25 (see reports elsewhere on the agenda).



## 6. LEGAL IMPLICATIONS

- 6.1 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*”.

## 7. RISK ASSESSMENT

- 7.1 The income estimates presented in this report and included within the 2024/25 revenue budget estimates (elsewhere on the agenda) 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 included within the 2024/25 revenue budget.

## 8. EQUALITIES IMPACT

- 8.1 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.

## 9. CLIMATE AND ECOLOGICAL EMERGENCIES IMPLICATIONS

- 9.1 There are no climate change or ecological emergencies implications.

## 10. ALTERNATIVE OPTIONS

- 10.1 An alternative option to that presented in this report would be to freeze all fees and charges at 2023/24 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;
  - Alternative savings proposals would be needed to replace the income to be generated from increased charges and balance the 2024/25 revenue budget (see reports elsewhere on the agenda).



**COTSWOLD**  
DISTRICT COUNCIL

## **II. BACKGROUND PAPERS**

**II.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