



## OFFICER DECISION RECORD

This form should be used to record Executive decisions taken by Officers

<b>Decision Ref. No:</b>			
Service Area:	Planning and Transport	Date:	23/01/2026
Contact Name:	Wendy Lane	Tel No:	
E-mail:	wendy.lane@bcpcouncil.gov.uk		
<b>Subject:</b>	Fees and Charges for Transport for 2026/27		
<b>Decision taken:</b> To update the charges for services carried out by the Planning and Transport Directorate, as shown in Appendix A, to be effective from 1 April 2026.			
<b>Reasons for the decision:</b> The charges for services carried out by the council are reviewed on an annual basis to ensure they meet the cost of service delivery.			
<b>Background:</b> Each year the Transport Service within the Planning and Transport Directorate reviews the fees and charges across its activities. Some of the charges are set or capped by national legislation and some are set locally. The delivery of some services includes the use of the Council's term contractors whose rates vary due to indexation charges within their contracts or after re-tendering. In line with the Council Medium Term Financial Plan (MTFP) budget setting the rate adjustments are aligned with inflation and the cost of delivering the services.  These changes take time to implement and will be introduced from 1 <sup>st</sup> April 2026.			
<b>Consultations undertaken:</b>			
<b>Consultation:</b>  Members Consulted:  Cllr Andy Hadley Portfolio Holder for Climate Mitigation, Environment and Energy Cllr. Rich Herrett Portfolio Holder for Destination, Leisure & Commercial Cllr Milli Earl, Leader  Operations  Officers consulted: •Wendy Lane (Service Director for Planning and Transport) • Richard Pincroft – Head of Transport and Sustainable Travel			

- Richard Pearson – Transport Network Manager
- Chantelle Carruthers - Finance Manager – Operations
- Daniel Suku – Management Accountant
- Helen Wildman Head of Leisure & Events
- Alexis Edwards – Transport Development Manager
- John McVey - Sustainable Transport Policy Manager
- Nick Philips - Operations Team Leader (Sustainable Transport)
- Andy Brown – Traffic Team Leader
- Robert Hotchkiss – Highway Enforcement Team Leader
- Michelle Fillingham – ITS and Traffic Signals Team Leader

Note: Service Director has delegated authority to set these charges in consultation with the cabinet member and chief finance officer. The proposed changes reflect inflation, legislative and contract changes to recover the costs required to provide the services.

**Finance and Resourcing Implications:**

CPI is reported at 3.8% to the 12 months to September 2025. The proposed increases are forecast to increase revenue by approximately £41.5k per annum. This represents an increase of around 4% which reflects a slightly higher increase than inflation because whilst some tariffs are set by central government and cannot be changed by the council other items are projecting volume increases. The council's costs for delivering the services has increased and the increase in revenue is intended to ensure the council can continue to operate these services at a cost that is effectively reflecting inflationary increases and the cost of delivering the services.

**Name:** Adam Richens

**Date:** 07/01/2026

**Signature (of Chief Finance Officer):** 

**Legal Implications:**

The Council is entitled to levy charges in relation to the exercise of some of its functions either on a statutory basis, or on a discretionary basis. The review of the charges provided for by this decision should be reviewed in line with the relevant statutory requirements in each case, any general non-statutory duty to consult and with due regard to the Council's public sector equality duty pursuant to section 149 of the Equality Act 2010.

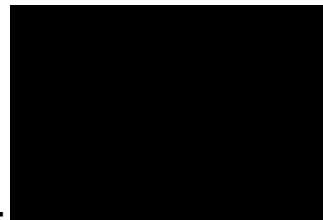
Any charges or review of charges specified by particular legislation (whether charged on a discretionary or mandatory basis) must be set and reviewed in accordance with that legislation.

Where any other non-specified charges are levied on a discretionary basis, the provision of the service must be agreed by the recipient and the charges should not exceed the cost of delivery of the services from one financial year to the next in accordance with section 93 of the Local Government Act 2003.

The proposed changes comply with these requirements.

**Name:** **Robin Watson**

**Date:** **12.01.2026**



**Signature (of Monitoring Officer):**

**Risk Assessment:**

There are no significant risks associated with these changes.

**Name:** **Richard Pearson**

**Date:** **23/10/2025**



**Signature (of Officer Completing Assessment):**

**Impact Assessments:**

There are no significant Equalities impacts, the Equality Impact Assessment screening form is included as **Appendix B**. Some minor impacts have been identified and mitigated against as follows:

It could be considered that inflationary increases in charges have no impact as they maintain the real current costs of services. In regard to disabled bays it has been previously highlighted by the Equality Panel that disabled individuals may be adversely impacted by the cost of and also any increases in these charges. Blue Badge Holders are entitled to apply for disabled bays and BCP Council offer different types of bay and whilst it is proposed to increase the cost of these services for 2025/26 it is noted that these have not always been increased in previous years in an attempt to keep these services as affordable as possible. Similarly, charges relating to the use of public transport have not been increased for a number of years.

In addition, a major review and harmonisation of Temporary Traffic Orders for Events took place in 2020. Subsequently, community events effectively ceased in 2020/21/22 due to covid and this type of event is regarded as important to help maintain community cohesion. High charges can prevent events from taking place and therefore it has been decided not to increase these charges to ensure that these activities remain as affordable and viable as possible to help foster community activity and cohesion.

**Information for publication / not for publication**

There are no reasons this decision should be withheld from publication.

**Background Papers**

None

Any declaration of interest by the Officer responsible for the decision	Nature of Interest					
No	N/A					
<b>Note:</b> No Officer having an personal financial interest in any matter should take a decision on that matter. Other interests of a non-disqualifying matter should be recorded here.						
Any conflict of interest declared by a Cabinet Member who is consulted by the Officer taking the decision	Name of Cabinet Member	Nature of interest	Details of any dispensation granted by the Monitoring Officer			
No						
<b>Decision taken by:</b> Wendy Lane (Service Director for Planning and Transport)						
<b>Signature:</b> 	<b>Date of Decision:</b> 20/01/2025					
<b>Date Decision Effective:</b> as soon as possible after the above date.						
<b>Date of Publication of record of decision:</b> (to be inserted by Democratic Services)						

**Note: A record of this decision should be kept by the Service Area within which the decision falls.**