

An additional meeting of the Cabinet will be held at the Town Hall, Royal Leamington Spa, on Thursday 18 December 2025, at 5.00pm and available for the public to watch via the Warwick District Council [YouTube channel](#).

Councillor I Davison (Chair)

Councillor E Billiald  
Councillor J Chilvers  
Councillor R Davidson  
Councillor J Melrose

Councillor C King  
Councillor W Roberts  
Councillor J Sinnott  
Councillor L Williams

**Also attending (but not members of the Cabinet):**

Chair of the Overview & Scrutiny Committee  
Liberal Democrat Group Observer  
Conservative Group Observer  
Whitnash Residents Association Group Observer  
Independent Group Observer

Councillor A Milton  
Councillor A Boad  
Councillor A Day  
Councillor J Falp  
Councillor P Wightman

**Emergency Procedure**

At the commencement of the meeting, the emergency procedure for the Town Hall will be announced.

**Agenda**

1. **Apologies for Absence**
2. **Declarations of Interest**

Members to declare the existence and nature of interests in items on the agenda in accordance with the adopted Code of Conduct.

Declarations should be disclosed during this item. However, the existence and nature of any interest that subsequently becomes apparent during the course of the meeting must be disclosed immediately. If the interest is not registered, Members must notify the Monitoring Officer of the interest within 28 days.

Members are also reminded of the need to declare predetermination on any matter.

If Members are unsure about whether they have an interest, or about its nature, they are strongly advised to seek advice from officers prior to the meeting.

### **Part 1**

(Items upon which a decision by Council is required)

4. **Parking Fees & Charges 26/27 and update on the Parking Strategy**

To consider a report from Neighbourhood Services. **(Pages 1 to 22)**

5. **Sports & Leisure Team Resources and Grants**

To consider a report from Neighbourhood Services. **(Pages 1 to 10)**

6. **Public and Press**

To consider resolving that under Section 100A of the Local Government Act 1972 that the public and press be excluded from the meeting for the following items by reason of the likely disclosure of exempt information within the paragraphs of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006, as set out below.

<b>Item Numbers</b>	<b>Paragraph Numbers</b>	<b>Reason</b>
7	3	Information relating to the financial or business affairs of any particular person (including the authority holding that information)

### **Part 1**

(Items upon which a decision by Council is required)

7. **Confidential Appendix to Item 4 – Parking Fees & Charges 26/27 and update on the Parking Strategy**

To consider a confidential appendix from Neighbourhood Services.

**(Pages 1 to 23)**  
**(Not for publication)**

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For enquiries about specific reports, please contact the officers named in the reports. You can e-mail the members of the Cabinet at [cabinet@warwickdc.gov.uk](mailto:cabinet@warwickdc.gov.uk)

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prior to the meeting, by telephoning (01926)  
456114

Title: Parking Fees & Charges 26/27 and update on the Parking Strategy

Lead Officer: Paul Garrison, Contract Services Manager

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Portfolio Holder: Councillor Roberts

Wards of the District directly affected: All

<b>Approvals required</b>	<b>Date</b>	<b>Name</b>
<b>Head of Service(s)</b>	04.12.2025	Zoë Court
<b>Finance</b>	05.12.2025	Steven Leathley
<b>Legal Services</b>	05.12.2025	Sue Mullins
<b>Chief Executive</b>	05.12.2025	Chris Elliott
<b>Deputy Chief Executive</b>	28.11.2025	Darren Knight
<b>Strategic Director</b>	02.12.2025	David Elkington
<b>Section 151 Officer</b>	05.12.2025	Andrew Rollins
<b>Monitoring Officer</b>	05.12.2025	Graham Leach
<b>Portfolio Holder</b>	05.12.2025	Cllr Will Roberts
<b>Leadership Co-ordination Group</b>		

<b>Final decision by this Committee or rec to another Cttee / Council?</b>	No – The fees are a recommendation to Council on 18 December 2025 and there will be a further report on the Strategy in March 2026
<b>Contrary to Policy / Budget framework?</b>	No
<b>Does this report contain exempt info/Confidential? If so, which paragraph(s)?</b>	Yes – Appendix B by virtue of Paragraph 3 because it contains information relating to the financial or business affairs of any particular person (including the authority holding that information)
<b>Does this report relate to a key decision (referred to in the Cabinet Forward Plan)?</b>	Yes, Forward Plan item 1590 scheduled for November, after this was delayed to December an exemption notice was published.
<b>Accessibility Checked?</b>	Yes

## **Summary**

The Council's updated Parking Strategy is expected to be considered for approval in early 2026. However, to ensure new fees and charges can be implemented from 1<sup>st</sup> April 2026, the proposals are being brought forward in advance of the Strategy's approval, taking into account budget planning requirements and the statutory timelines for implementing changes to fees and charges.

This report therefore proposes revised fees and charges for Warwick District Council's off-street car parks for implementation from 1 April 2026.

The proposed changes aim to ensure that the parking service remains financially sustainable, operationally effective and aligned with corporate priorities.

Any further strategic adjustments to fees and charges and fee structures will be considered as part of the 27/28 budget-setting process.

## **Recommendations**

### **Parking Strategy**

- (1) That Cabinet notes the report from Parking Matters Limited, set out at confidential Appendix B to the report, and that Cabinet provides their view on the core elements of the emerging draft Parking Strategy.
- (2) That Cabinet notes that the proposed fees and charges reflect the emerging Parking Strategy, which remains under development, and that the final version of the Parking Strategy is scheduled to be brought to Cabinet for approval in early 2026.

### **Variations to Fees and Charges**

- (3) That Cabinet recommends to Council that the proposed variations to the existing fees and charges in the Warwick District Council Off Street Parking Places Order (OSPO) 2025 as set out in Appendix A be approved.

### **Proposed New 30-minute Charges**

- (4) That the Cabinet recommends to Council that the proposed changes to the Warwick District Council OSPO 2025, in respect of the proposed new charge for 30-minute stays, are approved for consultation.
- (5) That, where objections or observations are received during the consultation period but not withdrawn, authority be delegated to the Head of Neighbourhood Services in consultation with the Portfolio Holder for Neighbourhood Services, Monitoring Officer and Legal Services Manager, to make the necessary variation to the Warwick District Council Off-Street Parking Places Order 2025, subject to prior consideration of the objections and giving reasons for not acceding to those objections; and

### **Delegation**

- (6) That Cabinet delegates authority to the Head of Neighbourhood Services, in consultation with the Monitoring Officer and Legal Services Manager to approve any required variations to the Warwick District Council OSPO 2025 in order to give effect to the proposed fees and charges at recommendations (3) and (5).

### **Extend the former approved deadline to join the National Parking Platform (NPP) into 2026**

- (7) That Cabinet confirms its previous decision that WDC should join the NPP, and delegates authority to the Head of Neighbourhood Services, in consultation with the Portfolio Holder for Neighbourhood and Head of Finance, to agree the joining date within 2026 and inform all Councillors of this.

# **1 Reasons for the Recommendation**

## **1.1 Background and Context**

- 1.1.1 The Council currently operates 25 off-street car parks, where fees and charges are applied, providing over 3000 parking spaces across the district. Over 1.6m tickets were sold across the district's off-street car parks during the 2024/25 financial year. It is a significant service and one which helps to support several of the Council's policy objectives. The Council has not had an adopted parking strategy for some time, so earlier this year work was commissioned to prepare one.
- 1.1.2 The proposed Parking Strategy is expected to be considered by the Cabinet for approval in early 2026 and will set out longer-term policy objectives for parking management, pricing, accessibility, and sustainability. This will also take into account, as do the fees and charges, the decision of Cabinet in November regarding Electric Vehicle (EV) Charging Infrastructure, and the proposals for new charge points in many of the Council's off-street car parks.
- 1.1.3 The recommendations will ensure that the Council can implement new charges in accordance with the Road Traffic Regulation Act 1984 and enable timely implementation recognising the delay and the final approval of the Parking Strategy.

## **1.2 Parking Strategy**

- 1.2.1 The emerging Parking Strategy has been developed during 2025 with the support of specialist consultants, Parking Matters Limited (PML). The consultant analysed and reviewed parking data provided by the Council, undertaken additional analysis, and drawn on their industry experience. They have also considered stakeholder and public consultation responses.
- 1.2.2 Once approved, the Council's updated Parking Strategy will form the principal framework guiding future decisions on the management, maintenance, operation, and investment of the parking service.
- 1.2.3 Based on this evidence and insight, PML have provided recommendations that have informed the fees and charges setting.
- 1.2.4 Officers are also aware of concerns regarding parking pressures at Abbey Fields, Kenilworth. These concerns are not being directly addressed through the proposed fees and charges. A travel plan, associated with planning application for the leisure centre development, is being reviewed to guide the management of parking demand and any additional measures needed will be considered as part of its implementation. The emerging Parking Strategy acknowledges pressures at Abbey Fields car park with competing demands from users, and options will be assessed in due course, with reports brought forward for consideration when appropriate.
- 1.2.5 The emerging draft Parking Strategy has identified several Council-operated car parks attached to parks and open spaces where charges are not currently applied. These car parks are not included in this round of fees and charges, as further business cases are required to inform any potential changes to current arrangements. These business cases will be presented to the Change Programme Board throughout 2026, in advance of bringing proposals to Cabinet/Council later in the financial year.

## **1.3 Variations to Parking Charges**

- 1.3.1 The proposed fees and charges for 2026/27 (Appendix A) are informed by the findings and emerging recommendations of PML preparing the Council's new

Parking Strategy. Their analysis of usage data across Warwick District's off-street car parks identified variations in occupancy and demand between sites.

- 1.3.2 The recommendations from the emerging Parking Strategy, based on the report from PML, are to link charges directly to parking demand levels, to encourage balanced use of available spaces and support sustainable travel behaviour. This provides a data driven approach and rationale for future fees and charges setting.
- 1.3.3 Where occupancy is usually below 60% at peak times the recommendation is to freeze or reduce charges to encourage greater use of under-utilised car parks.
- 1.3.4 Where occupancy is usually between 60% and 80% at peak times the recommendation is to increase charges in line with the Consumer Price Index (CPI) to maintain current usage levels whilst reflecting inflation. The proposed fees have been developed using the August CPI (3.8%). This month has been chosen to ensure consistency in future years, as it aligns with established timelines for fees and charges setting.
- 1.3.5 Where occupancy is usually above 80% at peak times the recommendation is to increase charges by 10%+CPI to help manage high demand, encourage turnover and promote alternative parking and/or travel options where appropriate.
- 1.3.6 Although commuter activity influences certain sites, overall peak demand in off-street car parks is considered to be between 10am and 2pm, reflecting typical daytime demand patterns when town centre retail, leisure and service activity is at its highest.
- 1.3.7 Occupancy and demand data is gathered by the Parking Services team throughout the year. Spot counts are undertaken by Parking Enforcement Officers across all months of the year in all off-street car parks. The Council will continue to consider ways to further strengthen the methods used to assess car park demand, including considering how sales data can be used, to complement the existing approach.
- 1.3.8 The proposed fees are set at a level to ensure the Council continues to recover the operational and maintenance costs for its car parks.
- 1.3.9 The proposed approach ensures that parking charges are proportionate, transparent, and consistent with both financial objectives and the principles of demand management that will be part of the forthcoming Parking Strategy.
- 1.3.10 Income forecasts take into account how changes in price may affect demand. A smaller elasticity has been applied to short-stay parking, reflecting that short visits are less sensitive to price changes, while a higher elasticity has been applied to long-stay parking, as longer visits are more responsive to changes in cost. This helps to estimate how usage and income might change if charges are updated.
- 1.3.11 Exceptions to following the fee setting recommendations have been proposed where local circumstances justify a different response as detailed in the paragraphs 1.3.12 to 1.3.19.
- 1.3.12 A proposed 30-minute parking fee is to be introduced in selected car parks aimed at supporting convenience shopping and short local visits, encouraging higher turnover and accessibility for local businesses. The impact of this new fee will be reviewed monthly by reviewing ticket data, occupancy data, and income to assess the impact of the new fee tariff. See Table 1 below for car parks to be included in this proposal.

Table 1. Car Parks Included in the 30 Minute Trial Proposal

<b>Warwick</b>	<b>Leamington Spa</b>	<b>Kenilworth</b>
New Street	Covent Garden Surface	Square West
Westgate	Covent Garden MSCP	
St Nicholas Park	Bedford Street	
	Packington Place	
	Bath Place	
	Court Street	

- 1.3.13A flat evening rate will be introduced across all district car parks, based on the average two-hour daytime fee, providing a clear and consistent structure for evening visitors.
- 1.3.14It is proposed that for Square West Car Park in Kenilworth, the fees will be increased to match the fees and charges at Abbey End reflecting growing demand and aligning pricing with the town centre area.
- 1.3.15The charges for Court Street car park and the Station Approach car parks in Leamington, will be increased to align with car park charges in south Leamington to manage demand evenly across the area.
- 1.3.16The charges in Adelaide Bridge will be varied to encourage greater use of the car park. It is proposed that that short stay charges will be aligned with south Leamington car park charges.
- 1.3.17There has been an increased demand for West Rock, Priory Road, in Warwick in 2025. Occupancy has increased in these car parks following the Warwickshire County Council owned Cape Road car park reverting to staff-only use during the week, in March 2025. The baseline data has been considered when reviewing the applicable charges and increases in line with CPI have been proposed based on a trend in recent peak demand observations of between 60 and 80%. Parking charges in St. Nicholas Park Car Park will be aligned with these car parks to avoid unintentionally creating additional demand at this site.
- 1.3.18A reduction in charges is proposed for the Myton Fields Car Park, Warwick to incentivise seasonal use and to provide an attractive alternative to St Nicholas Park Car Park, supporting visitor access to the park and its facilities during peak leisure periods (typically over the summer months) and reducing localised congestion. This trial will be reviewed at the end of the 2026 summer season to assess if benefits have been achieved. This will inform future charging decisions, which will be reported during 2027/28 fees and charges setting process.
- 1.3.19It is proposed that season tickets and permits will be increased by a flat 10% (with the exception of Hampton Road, Warwick, where season tickets prices are proposed to be lowered to incentivise uptake. There will be a communications plan aimed at raising awareness with local businesses and residents to encourage take up for this low-cost season ticket within a 15-minute walk of Warwick town centre). This contributes fairly to overall parking income while still representing good value compared to daily rates.
- 1.3.20This combination of demand-based methodology and locally tailored exceptions provides a balanced, transparent, and evidence-based structure for setting 2026-27 off-street parking charges. It enables the Council to maintain parking income in real terms, support town centre vitality and access to open spaces and prepare for the implementation of the forthcoming Parking Strategy.

1.3.21 Officers have delegated authority to make the order subject to objections being withdrawn (NS 7 in the Scheme of Delegation). Therefore recommendation 5 is included as a delegation to cover the authority needed, to make the order where objections are not withdrawn

## **2 National Parking Platform (NPP)**

2.1 Cabinet approved joining the NPP in July 2024, (link to the report in the Background papers at the end of this report) the Council has maintained its ambition to be an early adopter. Following sector-wide collaboration, the Government announced in May 2025 that the British Parking Association (BPA) would take forward the development and delivery of the platform.

2.2 Formal legal documentation required for participation did not arrive until mid-August 2025, leaving limited time for a detailed review, internal governance, and completion of the necessary agreements. This meant the earliest practical implementation window fell in late autumn, immediately prior to the Christmas period, a time of heightened operational demand and increased risk of customer disruption.

2.3 To safeguard parking service continuity and ensure a well-managed transition, the decision was taken to defer onboarding to early 2026.

2.4 As the original Cabinet approval required entry no later than August 2025, and this date has now passed, the Parking Service seeks an extension of this approval to a suitable point in 2026. This will allow the remaining work to be completed and ensure residents and visitors benefit from the flexible payment experience delivered through the BPA-led NPP, alongside the projected savings for the Council.

### **2.5 NPP benefits to customers**

2.5.1 Joining the NPP will give our residents and visitors a far simpler and more flexible way to pay for parking. By connecting our car parks to a shared national system, drivers will be able to use any approved parking app wherever they park, removing the current frustration of downloading multiple apps and reducing the likelihood of accidental non-payment. This shift supports a smoother parking experience and reflects the dedicated work across the parking sector to make paying for parking easier and more intuitive.

2.5.2 The NPP is being developed on a not-for-profit basis in partnership with councils, with clear operating terms to ensure transparency, sustainability, and strong public value. Government oversight will help maintain these standards and ensure the platform remains fair, open, and competitive. For our council, participation offers a practical way to modernise our service, widen choice for motorists, and improve compliance while reducing operational complexity—ultimately strengthening confidence in our parking offer and supporting a better experience for all users.

## **3 Alternative Options**

3.1 The Cabinet could consider delaying making recommendations to Council on proposed variations until the Parking Strategy is adopted, in early 2026. This was not considered viable, as this could prevent the inclusion of projected income in the 2026/27 budget.

3.2 The Cabinet or Council could consider freezing all parking charges. This is not recommended because freezing parking charges would mean the income from

parking no longer keeps up with rising service delivery and maintenance costs, reducing what the Council can afford to reinvest.

- 3.3 The Cabinet or Council could amend the fees and charges as set out in the report. Members are advised against this without first consulting with officers, to ensure they can be provided with appropriate advice and guidance on the potential impact and risks of any revised proposal.
- 3.4 The Cabinet could decide not to join the NPP at this time, but the opportunity impact of not doing so would mean:
  - 3.4.1 Continuing to procure a sole pay by phone payment provider rather than adhere to a national administration fee that the NPP offer.
  - 3.4.2 Miss out on the benefits of DfT backed data standards that may support automation of individual location parking income into the finance system.
  - 3.4.3 Future app payment process innovation that the pay by phone providers may implement to compete with each other, which may reduce convenience fee charges to the motorist/customer.
  - 3.4.4 The Council would continue to absorb the annual convenience fee charges against a sector wide financial pressure.
  - 3.4.5 Continue to minimise customer payment choice to one pay by phone provider. This may impact the customer with higher convenience fees that the NPP process would otherwise be able to drive down, with its competitive market between the pay by phone providers themselves in order to retain and gain a larger market share of the parking income.

#### **4 Legal Implications**

- 4.1 The Council has powers under Sections 32-35 of the Road Traffic Regulation Act 1984 to provide and charge for off-street parking.
- 4.2 The introduction of any new fees and charges requires the publication of the Council's proposals in a statutory notice and consultation/publicity before any new fees and charges can be introduced. The consultation period lasts at least 21 days following publication of the requisite notices and deposit of required documents. The Council is required to consider any valid objections made to the proposed new charges and can make modifications to the proposed Order at this stage. Any such modifications would be subject to a further consultation period.
- 4.3 Where the Council is varying existing charges only, there is a quicker process under Section 35C of the Road Traffic Regulation Act 1984 which does not require any consultation and allows the Council to introduce the revised charges on giving at least 21 days' notice of the changes taking effect. As the proposals in this report include both revisions to existing charges and the introduction of new charges, it is not appropriate to use the Section 35C notification process for the proposed fees and charges.
- 4.4 Appendix B is confidential by virtue of it containing information relating to the financial or business affairs of any particular person (including the authority holding that information) as information as it contains draft information and positions from the emerging Parking Strategy<sup>7</sup> Early release of this information to the public could lead to misunderstanding of incomplete proposals which could result in pressure or assumptions that impact decision making. The Parking Strategy is scheduled for Cabinet consideration in February, and details from this work will be made publicly available in line with this process.

- 4.5 Legal officers will support the necessary order-making process.
- 4.6 The Council continues to meet its duties under Section 17 of the Crime and Disorder Act by ensuring parking operations contribute positively to community safety. Regular enforcement by the Parking Team and patrols by Community Wardens provide a visible presence that supports compliance and deters antisocial behaviour.
- 4.7 CCTV coverage across many sites further reduces opportunities for crime and assists investigations when needed. The move to fully cashless machines limits the risk of theft or vandalism and improves overall security.
- 4.8 Decisions within parking service are taken in consultation with the Community Safety Team to ensure any impacts on crime, disorder, substance misuse, reoffending, or serious violence are fully considered. Through these measures, the Council aims to maintain car parks that are safe, well-managed, and supportive of wider community-safety priorities.

## 5 Financial Implications

- 5.1 Table 2 below shows a summary for parking income:

Table 2. Summary of Parking Income

Activity	Actuals 24/25	Original Budget 25/26	Latest Forecast 25/26	Proposed Budget 26/27 (Feb 2025 MTFS)	Proposed Budget 26/27 (updated)
	£	£	£	£	£
<b>Car Parking Charges</b>	3,693,361	4,115,100	4,147,800,	4,526,600	4,341,500
<b>Season Tickets</b>	323,335	297,200	355,800	326,900	391,100
<b>Excess Charges</b>	294,789	278,400	315,500	306,200	315,500
<b>Other Income</b>	4,676	3,200	7,800	3,200	3,200
<b>Totals</b>	4,586,161	4,693,900	4,826,900	5,162,900	5,051,300

- 5.2 As a result of the fees and charges income projections outlined in Appendix A and summarised in the table above, the report presents an overall increase in car park income of £357,400 or 7.6% when compared to the 2025/26 budget.
- 5.3 This, however, does present a shortfall of £111,600 against what was originally forecast in the MTFS as of February 2025, where a 10% increase in income was agreed.
- 5.4 The shortfall presented will be addressed as part of the Budget setting process for 2026/27, with the final report being presented to Council in February 2026.
- 5.5 Drivers of the forecast budgets are provided below:

- *Pay and Display Income*  
The overall shortfall is driven by the forecast for pay and display income (£4,341,500) being less than was included in the MTFS in February 2025 (a 5.5% increase in revenue from 25/26 budget rather than 10%).

This has been informed by the findings and emerging recommendations of PML in preparing the Council's new Parking Strategy. Their analysis of usage data across Warwick District's off-street car parks identified variations in occupancy and demand between sites. This information has then been used by officers to provide a data-driven approach and rationale for future fees and charges setting.

- *Season Ticket Income*  
Forecasted season ticket and permit income of £391,100, based on a 10% increase in charges on all season tickets\_(except for Hampton Road) and permits (unless otherwise noted).
- *Additional Pay and Display Income*  
Covent Garden Multi-Story Car Park scheduled for reopening in early 2026 will provide an additional revenue stream for the Council. This will be reported through Change Programme updates to Overview and Scrutiny committee, with the last update provided in October 2025.
- *Excess Charges*  
The budget for excess charges (Penalty Charge Notices) is being forecast for 26/27, which aligns with the value of penalty charge income currently being collected through enforcement. However, it should be noted that this is not something the council wants to see increase, and the intention is to review and where possible improve communications and visibility of parking enforcement officers to encourage better compliance, with the aim of reducing the number of penalties issued by Parking Services. When more visitors pay to park, revenue becomes steadier, reducing the pressure to raise fees and charges. Strong compliance spreads costs fairly and helps keep future charges stable for everyone.

5.6 For 2025/26, pay and display income levels YTD are in line with the original forecast. Season ticket income is currently projected to outperform the approved budget for 2025/26.

5.7 Pay by Phone is a well-established and heavily used payment method, accounting for around 60% of all transactions. In July 2024, the Cabinet approved Warwick District Council joining the National Parking Platform (NPP), which is due to take place in early 2026, and will achieve cost efficiencies relative to the existing provision. The Council will no longer absorb the convenience fees, which are estimated to save up to £76,000 per year.

5.8 Surplus income from parking payments must only be used in accordance with Section 4(d) and Section 55 (as amended) of the Road Traffic Regulation Act 1984. These include:

- Making good previous deficits.
- Maintenance of and improvements made to the Local Authority car park estate.
- Highway, road, or environmental improvements in the Local Authority area.
- Local authorities as may be prescribed, any other purposes for which the authority may lawfully incur expenditure

5.9 Off-street car parks have operational costs and require maintenance and investment on an ongoing basis to ensure they remain safe and operationally

effective. The emerging Parking Strategy identifies areas for improvement, recognising that these will require phased investment in future years.

5.10 Some adjustments within the fees and charge's structure will reduce income at specific sites or time periods:

- *30 Minute Trial*

The introduction of a trial 30-minute charge in a number of car parks (as laid out in section 1.3.12) is expected to reduce short-stay income as users will have a lower cost option for brief visits. This change, which will be reviewed during fees and charges setting for 27/28, is intended to support local retail and service access and promote higher turnover of spaces. For modelling purposes, it has been assumed c.35% of 1 hour ticket sales may convert to 30 minutes ticket sales.

- *Reduction in Charges*

The reduction in charges at Myton Fields Car Park will also lower seasonal income; however, this is a deliberate intervention to incentivise use of the site and reduce pressure on St Nicholas Park Car Park during peak period, including users of the Leisure Centre.

5.11 Any future changes required by the Parking Strategy will be considered in the 2027/28 budget.

## **6 Corporate Strategy**

6.1 Warwick District Council has adopted a Corporate Strategy which sets three strategic aims for the organisation.

### **6.2 Delivering valued, sustainable services**

6.2.1 The Parking Service is delivered without subsidy from the Council's general fund ensuring it remains financially sustainable and self-supporting.

6.2.2 Adjusting fees helps the Council maintain and improve service quality including upkeep of car parks, lighting, surfacing and payment technology.

6.2.3 Supports the Council's commitment to efficient and customer focussed services by helping maintain safe, well-managed facilities.

### **6.3 Low cost, low carbon energy across the district**

6.3.1 Well managed car parks enable efficient traffic flow and reduced congestion, helping lower carbon emissions.

6.3.2 Technology upgrades, funded by parking revenue, helps improve efficiency and reduce operational energy use and running costs.

### **6.4 Creating vibrant, safe, and healthy communities of the future**

6.4.1 Attractive, well maintained car parks support thriving town centres, making them safer, more welcoming, and accessible for residents, workers, and visitors.

6.4.2 Ensuring the service remains self-funded protects resources for other essential community services.

## **7 Environmental/Climate Change Implications**

7.1 The installation and increased number of Electric Charge points in the Council's off-street carparks (as laid out the Electric Vehicle Charging Point Installation Proposal report which was approved by Cabinet in November 2025) is intended to 'enable a greater uptake of EVs amongst residents and businesses'

and Electric Vehicles (EVs) produce lower air pollution than Internal Combustion Engine (ICE) vehicles, improving air quality.

- 7.2 No direct increase in emissions is anticipated as a result of the proposed fees and charges.
- 7.3 The new fees and charges are intended to reduce congestion and circling traffic resulting in a reduction in emissions.

## **8 Analysis of the effects on Equality**

- 8.1 The proposed parking fees and charges do not introduce any significant changes to existing fees and charges. The current (2024) Equality Impact Assessment (EQIA) for fees and charges has been reviewed to confirm that there are no disproportionate impacts on any protected groups arising from the proposed charges.
- 8.2 Existing concessions for Blue Badge holders will remain in place for 2026/27 as it is not considered there is justification to alter these arrangements at this time.
- 8.3 Ongoing monitoring of the impact on equality will continue as part of annual fees and charges setting process and Neighbourhood Service Area Plans.
- 8.4 An EQIA for the emerging Parking Strategy will be undertaken alongside the full strategy in early 2026. The EQIA assessment in this report is therefore only considers the implications of the proposed fees and charges.

## **9 Data Protection**

- 9.1 There are no Data Protection implications linked to the fees and charges element of this report, but it should be noted a privacy assessment is in place for handling the personal data of permit holders.
- 9.2 Data Protection implications for the emerging strategy will be considered alongside the full strategy in early 2026.

## **10 Health and Wellbeing**

- 10.1 The revenue generated from fees and charges contributes to the maintenance and upkeep of the off-street car park assets. Well-maintained and accessible car parks contribute to safe movement within town centres. Reduced congestion and traffic circulation will help minimise air pollution and so help tackle one of South Warwickshire's health priorities to reduce respiratory illness.
- 10.2 Appropriate fees and charges support access to leisure, cultural and retail facilities promoting community health and wellbeing.

## **11 Risk Assessment**

- 11.1 Risk of reduced car park usage – Increasing fees and charges may discourage some users and/or displace users into free on-street locations, particularly in price sensitive locations. This has been considered against the recommendations from the parking consultants for fees and charges setting as summarised in 1.3.2 and how changes in price may affect demand as detailed in 1.3.10. The proposed changes are predominantly in line with the recommendations for fees and charges setting and in car parks where parking demand is not usually high prices are proposed to be frozen or modestly increased allowing users to pick an option that best suits their needs. Usage level will be monitored throughout the year to identify trends and inform future reviews of fee structures.

- 11.2 Risk of stakeholder/public dissatisfaction – Parking charges are a highly visible issue and can generate concern, even when increases are moderate. To manage this, the Council will communicate the proposed changes clearly, highlighting that income is reinvested in maintaining and improving the parking service.
- 11.3 Risk of timing and the forthcoming Parking Strategy – Fees are being set before the Parking Strategy is approved, creating a potential risk that the model used for setting fees and charges is not approved. This risk is mitigated by moderate proposed increases in 2026/27 and a clear and consistent rationale for fees and charges setting. Future adjustments to fees and charges to align with the approved Parking Strategy will be considered in the 2027/28 financial year.
- 11.4 Risk of delay in legal or procedural implementation – There is low risk to the implementation of new fees proposed. The proposed introduction of 30-minute charges requires consultation and amendment of the OSPO, and approval of the proposed fees and charges is required in good time to allow timely initiation of the statutory process to ensure that, following consultation, these charges could be implemented for 1 April 2026. Only the introduction of the proposed 30-minute charges is at risk if there is a delay in decision making on fees and charges as the shorter Section 35C notification process could be used for the variations proposed to existing charges.

## **12 Consultation**

- 12.1 For the proposed 2026 charges, it is anticipated that statutory consultation will take place from early 2026, with responses considered by Cabinet in February 2026 to enable the new charges to be implemented from 1 April 2026.

### **Background papers:**

[Road Traffic Regulation Act 1984](#)

Link to Electric Vehicle Charge Point Installation Proposals Cabinet report (November 2025) - [Item 14 – 27 November 2025](#)

Link to Parking Strategy and NPP Cabinet report (July 2024) [Cabinet 10 Jul 2024 - Item 08 - Parking Services Development - Strategy and NPP](#)

Link to Cabinet Minutes 10 July 2024 (page 35) [Cabinet 4 Sep 2024 - Item 03 - Cabinet Minutes of 10 July Meeting](#)

[Government Parking Press Release - 21st May 2025](#)

**Fees and Charges 2026/27****Neighbourhood**

<b>Service</b>	<b>Activity</b>	<b>Actuals 24/25 £</b>	<b>Original Budget 25/26 £</b>	<b>Latest Forecast 25/26 £</b>	<b>Proposed Budget 26/27</b>
Parking Services	Car Parking - Car Parking Charges	3,693,361	4,115,100	4,147,800	4,341,500
Parking Services	Car Parking - Season Tickets	324,007	297,200	355,800	391,100
Parking Services	Car Parking - Excess Charges	294,789	278,400	278,400	278,400
Parking Services	Car Parking - Other Income	4,676	3,200	7,800	3,900

Description of Charge	Current Charge 2025/26	Proposed Charge 2026/27	Proposed Percentage increase
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<u>Notes:</u>
i) Recommended charges to operate from 1st April 2026 (unless otherwise stated).
ii) Charges inclusive of VAT where applicable.

Description of Charge	Current Charge 2025/26	Proposed Charge 2026/27	Proposed Percentage increase
<b>Parking Services</b>			
<i>Charges apply from 1st April</i>			
<b>Leamington</b>			
<b>Bedford Street</b>			
7 Days a week charges (Short Stay)			
30 Minutes	N/A	£1.00	
1 Hour	£1.50	£1.70	13.33%
2 hours	£2.70	£3.05	12.96%
3 hours	£4.00	£4.55	13.75%
4 hour Maximum	£5.20	£5.90	13.46%
Overnight Charge	£2.30	£2.75	19.57%
<b>Chandos Street</b>			
7 Days a week charges (Short Stay)			
1 Hour	£1.50	£1.70	13.33%
2 hours	£2.70	£3.05	12.96%
3 hours	£4.00	£4.55	13.75%
4 hour Maximum	£5.20	£5.90	13.46%
Overnight Charge	£2.30	£2.75	19.57%
<b>Covent Garden Surface</b>			
7 Days a week charges (Short Stay)			
30 Minutes	£0.00	£1.00	
1 Hour	£1.50	£1.55	3.33%
2 hours	£2.70	£2.80	3.70%
3 hours	£4.00	£4.15	3.75%
4 hours Maximum	£5.20	£5.90	13.46%
Overnight Charge	£2.30	£2.75	19.57%
<b>Rosefield Street</b>			
7 Days a week charges (Long Stay)			
1 Hour	£1.50	£1.70	13.33%
2 hours	£2.70	£3.05	12.96%
3 hours	£4.00	£4.55	13.75%
4 hours	£5.20	£5.90	13.46%
10 hours	£8.00	£9.10	13.75%
24 hours	£12.00	£13.65	13.75%
Overnight Charge	£2.30	£2.75	19.57%
<b>Adelaide Bridge</b>			
7 Days a week charges (Long Stay)			
1 Hour	£1.50	£1.25	-16.67%
2 hours	£2.70	£2.50	-7.41%
3 hours	£4.00	£4.00	0.00%
4 hours	£5.20	£5.20	0.00%
10 hours	£8.00	£8.00	
24 hours	£12.00	£12.00	0.00%
Overnight Charge	£2.30	£2.75	19.57%
<b>Bath Place, Court St, Packington Place ( 'Park &amp; Stride' car parks)</b>			
7 Days a week charges (Long Stay)			
30 Minutes	N/A	£0.80	
1 Hour	£1.10	£1.25	13.64%
2 hours	£2.20	£2.50	13.64%
11 hours	£3.30	£3.75	13.64%
24 hours	£4.50	£5.10	13.33%
Overnight Charge	£2.30	£2.75	19.57%
<b>Covent Garden multi-storey car park</b>			

Description of Charge	Current Charge 2025/26	Proposed Charge 2026/27	Proposed Percentage increase
<b>7 Days a week charges (Long Stay)</b>			
30 Minutes	N/A	£1.00	
1 Hour	£1.50	£1.55	3.33%
2 hours	£2.70	£2.80	3.70%
3 hours	£4.00	£4.15	3.75%
4 hours	£5.80	£5.40	-6.90%
10 hours	£8.00	£8.30	3.75%
24 hours	£12.00	£12.45	3.75%
Overnight Charge	£2.30	£2.75	19.57%
<b>St. Peter's multi-storey car park</b>			
7 Days a week charges (Long Stay)			
1 Hour	£1.50	£1.55	3.33%
2 hours	£2.70	£2.80	3.70%
3 hours	£4.00	£4.15	3.75%
4 hours	£5.80	£5.90	1.72%
10 hours	£8.00	£8.30	3.75%
24 hours	£12.00	£12.45	3.75%
Overnight Charge 6pm until 8am	£2.30	£2.75	19.57%
<b>Station Approach and Lower Road ('Park &amp; Stride' car parks)</b>			
7 Days a week Charges (Long Stay)			
1 Hour	£1.10	£1.25	13.64%
2 hours	£2.20	£2.50	13.64%
11 hours	£3.30	£3.75	13.64%
24 hours	£4.50	£5.10	13.33%
Overnight Charge	£2.30	£2.75	19.57%
<b>Kenilworth</b>			
<b>Abbey End car park</b>			
7 Days a week charges (Long Stay)			
1 Hour	£1.40	£1.45	3.57%
2 hours	£2.30	£2.40	4.35%
3 hours	£3.20	£3.30	3.12%
4 hours	£4.10	£4.25	3.66%
10 hours	£7.30	£7.60	4.11%
24 hours	£12.00	£12.45	3.75%
Overnight Charge 6pm to 8am	£2.30	£2.75	19.57%
<b>Square West car park</b>			
7 Days a week charges (Long Stay)			
30 Minutes	N/A	£0.80	
1 Hour	£1.30	£1.45	11.54%
2 hours	£2.20	£2.40	9.09%
3 hours	£3.10	£3.30	6.45%
4 hours	£4.00	£4.25	6.25%
10 hours	£7.30	£7.60	4.11%
24 hours	£12.00	£12.45	3.75%
Overnight Charge 6pm to 8am	£2.30	£2.75	19.57%

Description of Charge	Current Charge 2025/26	Proposed Charge 2026/27	Proposed Percentage increase
<b>Abbey Fields</b>			
7 Days a week charges (Long Stay)			
Up to 2 hours ( <b>Between 6am to 10pm</b> )	Free	Free	
3 hours	£3.20	£3.30	3.12%
4 hours	£4.10	£4.25	3.66%
10 hours	£7.30	£7.60	4.11%
24 hours	£12.00	£12.45	3.75%
Overnight Charge 6pm to 8am	£2.30	£2.75	19.57%
<b>Warwick</b>			
<b>St. Nicholas Park</b>			
7 Days a week charges <b>apply 8am - 6pm</b> (Long Stay)			
Up to 2 hours free <b>after 6pm</b>	Free	Free	
30 Minutes	N/A	£0.80	
1 hour	£1.50	£1.55	3.33%
2 hours	£2.70	£2.80	3.70%
3 hours	£4.00	£4.15	3.75%
4 hours	£5.20	£5.40	3.85%
10 hours	£8.00	£8.30	3.75%
24 hours	£12.00	£12.45	3.75%
Overnight Charge 6pm to 8am	£2.30	£2.75	19.57%
<b>Castle Lane</b>			
7 Days a week charges (Long Stay)			
1 hour	£1.50	£1.70	13.33%
2 hours	£2.70	£3.05	12.96%
3 hours	£4.00	£4.55	13.75%
4 hours	£5.20	£5.90	13.46%
10 hours	£8.00	£9.10	13.75%
24 hours	£12.00	£13.65	13.75%
Overnight Charge 6pm to 8am	£2.30	£2.75	19.57%
<b>The Butts, Priory Road and West Rock</b>			
7 Days a week charges (Long Stay)			
1 hour	£1.50	£1.55	3.33%
2 hours	£2.70	£2.80	3.70%
3 hours	£4.00	£4.15	3.75%
4 hours	£5.20	£5.40	3.85%
10 hours	£8.00	£8.30	3.75%
24 hours	£12.00	£12.45	3.75%
Overnight Charge 6pm to 8am	£2.30	£2.75	19.57%
<b>New Street and West Gate</b>			
7 Days a week charges (Short Stay)			
30 Minutes	N/A	£1.00	
1 hour	£1.50	£1.70	13.33%
2 hours	£2.70	£3.05	12.96%
3 hours	£4.00	£4.55	13.75%
4 hours	£5.20	£5.90	13.46%
Overnight charges (6pm - 8 am)	£2.30	£2.75	19.57%
<b>Hampton Road (Formerly St. Mary's Lands Area 2) Including Coach / Motorhome parking provision.</b>			
7 Days a week charges (Long Stay)			
Up to 2 hours ( <b>Between 6am to 10pm</b> )	Free	Free	
24 hours	£2.00	£2.00	0.00%
Overnight charges (6pm - 8 am)	£2.30	£2.00	-13.04%
<b>Bread &amp; Meat Close (Formerly ST. MARY'S LANDS - Area 3)</b>			
7 Days a week charges (Short Stay)			
Up to 2 hours ( <b>Between 6am to 10pm</b> )	Free	Free	

Description of Charge	Current Charge 2025/26	Proposed Charge 2026/27	Proposed Percentage increase
3 hours	£2.70	£2.80	3.70%
4 hours	£4.00	£4.15	3.75%
Overnight charges (6pm - 8 am)	£2.30	£2.75	
<b>Vittle Drive (Formerly ST. MARY'S LANDS - Area 4)</b>			
7 Days a week charges (Long Stay)			
1 hours	£1.50	£1.50	0.00%
2 hours	£2.70	£2.70	0.00%
3 hours	£4.00	£4.00	0.00%
4 hours	£4.60	£4.60	0.00%
10 hours	£5.00	£5.00	0.00%
24 hours	£12.00	£12.00	0.00%
Overnight charges (6pm - 8 am)	£2.30	£2.75	19.57%
<b>Myton Fields Picnic Area</b>			
7 Days a week charges between 8am - 8pm Apr-Nov (Long Stay)			
1 hours	£1.50	£1.00	-33.33%
2 hours	£2.70	£2.00	-25.93%
3 hours	£4.00	£3.00	-25.00%
4 hours	£5.20	£4.00	-23.08%
All day (between 8am - 8pm)	£8.00	£9.00	12.50%
<b>Coach/motorhome parking provision - Designated Car</b>	£11.00	£11.00	0.00%
<b>Penalty Charge Notices (Exempt From Vat)</b>			
(Set by Central Government)			
Higher Rate (50% disc if paid in 14 days)	£70.00	£70.00	0.00%
Lower Rate (50% disc if paid in 14 days)	£50.00	£50.00	0.00%
<b>Season Tickets</b>			

Description of Charge	Current Charge 2025/26	Proposed Charge 2026/27	Proposed Percentage increase
<b>Leamington Spa, Warwick &amp; Kenilworth</b>			
Long Stay ONLY (Excluding Pay on Foot Car Parks)			
Per Annum	£1,133.00	£1,246.00	9.97%
Per Month	£117.00	£129.00	10.26%
<b>Leamington Spa Restricted Locations</b>			
St. Peter's Pay (225 spaces only)			
Per Annum	£871.00	£958.00	9.99%
Per Month	£101.00	£111.00	9.90%
Adelaide Road (20 passes only)			
Per Annum	£712.00	£783.00	9.97%
Per Month	£101.00	£111.00	9.90%
Rosefield Street (20 spaces only)			
Per Annum	£712.00	£783.00	9.97%
Per Month	£101.00	£111.00	9.90%
Leamington Spa Old Town (Packington Place, Court St, Bath Place, Station Approach and Station Approach Lower Road)			
Per Annum	£689.70	£759.00	10.05%
Per Month	£101.00	£111.00	9.90%
<b>Warwick Restricted Location Car Parks</b>			
St. Nicholas Park, Warwick (100 spaces only)			
Per Annum	£712.00	£783.00	9.97%
Per Month	£101.00	£111.00	9.90%
West Rock (10 was 40 spaces only - reserved for Linen St MSCP displacement)			
Per Annum	£712.00	£783.00	9.97%
Per Month	£101.00	£111.00	9.90%
Hampton Road - formerly St Mary's Lands Area 2 (150 spaces)			
Per Annum	£153.00	£100.00	-34.64%
Per Month	£22.00	£22.00	0.00%
Vittle Drive - formerly St Mary's Lands Area 4 (60 spaces)			
Per Annum	£712.00	£783.00	9.97%
Per Month	£101.00	£111.00	9.90%
Priory Road, Warwick (15 spaces only)			
Per Annum	£712.00	£783.00	9.97%
Per Month	£101.00	£111.00	9.90%
<b>Kenilworth Restricted Location Car Parks</b>			
Square West (75 spaces only)			
Per Annum	£631.00	£694.00	9.98%
Per Month	£92.00	£101.00	9.78%
Abbey End (75 spaces only)			
Per Annum	£631.00	£694.00	9.98%
Per Month	£92.00	£101.00	9.78%
Abbey Fields (30 spaces only)			
Per Annum	£631.00	£694.00	9.98%
Per Month	£92.00	£101.00	9.78%
resident 12 month permit	£44.00	£48.00	9.09%
Overnight Parking Permits -Park specific (Available for car parks - excludes Myton Fields)			
Overnight Parking: 18:00 - 09:00 only	£64.00	£70.00	9.38%
St Peters and Coten End School Parent Drop Off Permits (term time only parking)			
Per Annum	£55.00	£60.00	9.09%
St Peters School Staff Parking permits (term time only parking)			
Full Time Staff Per Annum	£296.00	£326.00	10.14%
Part Time Staff Per Annum	£148.00	£163.00	10.14%

Description of Charge	Current Charge 2025/26	Proposed Charge 2026/27	Proposed Percentage increase
Administration charge for Season Ticket Amend / Refunds	£8.00	£9.00	12.50%
Release of vehicles from Multi-Storey car parks	£69.00	£69.00	0.00%
Special Event Charge	£10.00	£10.00	0.00%
Skips and Scaffolds on car parks:			
Per Day	£69.00	£69.00	0.00%
Per Week	£265.00	£265.00	0.00%

**Disabled Drivers**

Vehicles displaying a valid 'Blue' Disabled Persons badge may park free of charge on any of the Council's Pay and Display Car Park Regulations and Orders apply. Those parking in pay on foot car parks will need to have their ticket endorsed by

Car Park	Description	Actuals 2024/25	Budget 2025/26	Forecast 2025/26	Proposed Budget 2026/27	This year's comments
Abbey End	Car Park Fees	444,159	483,200	486,700	506,900	Price increased by 10%+CPI in accordance with recommendation detailed in paragraph 1.3.5
Abbey Fields	Car Park Fees	54,678	52,800	70,100	55,300	Prices increased by CPI in accordance with recommendation detailed in paragraph 1.3.4
Bath Place	Car Park Fees	80,441	98,100	94,000	107,800	Price increased by 10%+CPI in accordance with recommendation detailed in paragraph 1.3.5
Bedford Street	Car Park Fees	201,026	236,400	219,400	258,900	Price increased by 10%+CPI in accordance with recommendation detailed in paragraph 1.3.5
Castle Lane	Car Park Fees	54,012	65,600	59,800	72,800	Price increased by 10%+CPI in accordance with recommendation detailed in paragraph 1.3.5
Court Street	Car Park Fees	19,762	60,400	43,900	65,100	Price increased by 10%+CPI in accordance with recommendation detailed in paragraph 1.3.14
Covent Garden	Car Park Fees	194,534	168,500	187,700	172,000	Prices increased by CPI in accordance with recommendation detailed in paragraph 1.3.4
Myton Fields	Car Park Fees	69,483	70,900	68,800	60,900	Prices reduced as detailed in paragraph 1.3.17
New Street	Car Park Fees	133,591	168,500	148,000	184,200	Price increased by 10%+CPI in accordance with recommendation detailed in paragraph 1.3.5
Packington Place	Car Park Fees	40,656	47,600	45,900	51,900	Price increased by 10%+CPI in accordance with recommendation detailed in paragraph 1.3.5
Priory Road	Car Park Fees	98,905	107,400	106,000	111,300	Prices increased by CPI as detailed in paragraph 1.3.16
Adelaide Bridge	Car Park Fees	32,922	46,500	40,100	46,200	Prices varied as detailed in paragraph 1.3.15
Bread & Meat Close	Car Park Fees	23,367	32,500	24,600	33,900	Prices increased by CPI in accordance with recommendation detailed in paragraph 1.3.4
Rosefield Street	Car Park Fees	98,038	117,900	106,800	130,400	Price increased by 10%+CPI in accordance with recommendation detailed in paragraph 1.3.5
Vittle Drive	Car Park Fees	17,027	20,900	25,900	21,000	Prices frozen in accordance with recommendation detailed in paragraph 1.3.3
Square West	Car Park Fees	113,902	127,700	156,000	131,700	Prices varied as detailed in paragraph 1.3.13
St Nicholas Park	Car Park Fees	473,396	551,700	505,500	554,500	Prices increased by CPI as detailed in paragraph 1.3.16
St Peters	Car Park Fees	670,242	662,000	761,700	686,500	Prices increased by CPI in accordance with recommendation detailed in paragraph 1.3.4
Station Approach	Car Park Fees	36,970	41,800	53,500	46,600	Prices varied as detailed in paragraph 1.3.14
The Butts	Car Park Fees	59,908	76,600	68,700	79,700	Prices increased by CPI in accordance with recommendation detailed in paragraph 1.3.4
West Gate	Car Park Fees	139,215	158,000	150,000	175,200	Price increased by 10%+CPI in accordance with recommendation detailed in paragraph 1.3.5
West Rock	Car Park Fees	115,598	134,700	148,100	139,500	Prices increased by CPI as detailed in paragraph 1.3.16
Chandos Street	Car Park Fees	500,329	562,100	558,800	626,200	Price increased by 10%+CPI in accordance with recommendation detailed in paragraph 1.3.5
Hampton Road	Car Park Fees	21,202	23,300	17,800	23,000	Prices frozen in accordance with recommendation detailed in paragraph 1.3.3
General	Car Park Fees Holding Code					
		<b>3,693,361</b>	<b>4,115,100</b>	<b>4,147,800</b>	<b>4,341,500</b>	
Abbey End	Car Park Fees Season Tickets	22,336	17,900	24,600	27,100	Prices increased by 10% as detailed in paragraph 1.3.18
Abbey Fields	Car Park Fees Season Tickets	13,955	9,500	15,400	16,900	Prices increased by 10% as detailed in paragraph 1.3.18
Bath Place	Car Park Fees Season Tickets	19,697	9,800	21,700	23,900	Prices increased by 10% as detailed in paragraph 1.3.18
Bedford Street	Car Park Fees Season Tickets			0	0	
Court Street	Car Park Fees Season Tickets	4,872	5,400	5,400	5,900	Prices increased by 10% as detailed in paragraph 1.3.18
Myton Fields	Car Park Fees Season Tickets			0	0	
Priory Road	Car Park Fees Season Tickets	7,773	7,300	8,500	9,400	Prices increased by 10% as detailed in paragraph 1.3.18
Adelaide Bridge	Car Park Fees Season Tickets	11,302	12,400	12,400	13,600	Prices increased by 10% as detailed in paragraph 1.3.18
Rosefield Street	Car Park Fees Season Tickets	10,324	11,100	11,400	12,500	Prices increased by 10% as detailed in paragraph 1.3.18
Vittle Drive	Car Park Fees Season Tickets	31,915	28,800	35,100	38,600	Prices increased by 10% as detailed in paragraph 1.3.18
Square West	Car Park Fees Season Tickets	11,552	12,300	12,700	14,000	Prices increased by 10% as detailed in paragraph 1.3.18
St Nicholas Park	Car Park Fees Season Tickets	31,062	28,000	34,200	37,800	Prices increased by 10% as detailed in paragraph 1.3.18
St Peters	Car Park Fees Season Tickets	154,130	150,500	169,500	186,500	Prices increased by 10% as detailed in paragraph 1.3.18
Station Approach	Car Park Fees Season Tickets			0	0	
West Gate	Car Park Fees Season Tickets			0	0	
West Rock	Car Park Fees Season Tickets	3,342	3,700	3,700	4,100	Prices reduced as detailed in paragraph 1.3.18
Hampton Road	Car Park Fees Season Tickets	1,076	500	1,200	1,000	Prices reduced as detailed in paragraph 1.3.18
		<b>323,335</b>	<b>297,200</b>	<b>355,800</b>	<b>391,100</b>	
General	Penalty Charges Income	24,831	16,800	26,600	26,600	
Abbey End	Penalty Charges Income	32,051	28,600	34,300	34,300	
Abbey Fields	Penalty Charges Income	5,802	6,000	6,200	6,200	
Bath Place	Penalty Charges Income	10,050	10,800	10,800	10,800	
Bedford Street	Penalty Charges Income	26,127	22,800	28,000	28,000	
Castle Lane	Penalty Charges Income	5,010	4,500	5,400	5,400	
Court Street	Penalty Charges Income	7,510	8,300	8,000	8,000	
Covent Garden	Penalty Charges Income	16,058	15,000	17,200	17,200	
Myton Fields	Penalty Charges Income	2,260	2,500	2,400	2,400	
New Street	Penalty Charges Income	12,553	14,200	13,400	13,400	
Packington Place	Penalty Charges Income	7,901	7,700	8,500	8,500	
Priory Road	Penalty Charges Income	4,305	3,500	4,600	4,600	
Adelaide Bridge	Penalty Charges Income	1,160	800	1,200	1,200	
Bread & Meat Close	Penalty Charges Income	4,969	4,600	5,300	5,300	
Rosefield Street	Penalty Charges Income	4,139	3,900	4,400	4,400	
Vittle Drive	Penalty Charges Income	800	1,100	900	900	
Square West	Penalty Charges Income	8,449	6,000	9,000	9,000	
St Nicholas Park	Penalty Charges Income	22,389	21,800	24,000	24,000	
St Peters	Penalty Charges Income	28,313	28,100	30,300	30,300	
Station Approach	Penalty Charges Income	5,620	6,900	6,000	6,000	
The Butts	Penalty Charges Income	4,632	4,600	5,000	5,000	
West Gate	Penalty Charges Income	14,231	15,800	15,200	15,200	
West Rock	Penalty Charges Income	4,410	3,800	4,700	4,700	
Newbold Comyn CP	Penalty Charges Income					
Chandos Street	Penalty Charges Income	38,237	38,600	40,900	40,900	
Hampton Road	Penalty Charges Income	2,982	1,700	3,200	3,200	
		<b>294,789</b>	<b>278,400</b>	<b>315,500</b>	<b>315,500</b>	
General	Other Income					
Abbey End	Sales of Goods General					
Barrack Street	Sales of Goods General					
Castle Lane	Sales of Goods General					
Myton Fields	Sales of Goods General					
Royal Priors	Sales of Goods General					
General	Rents - Other					
Abbey End	Rents - Other	4,601	2,400	3,000	2,400	
Covent Garden	Rents - Other					
Square West	Rents - Other	75	800	4,800	800	
St Peters	Management Fees					
		<b>4,676</b>	<b>3,200</b>	<b>7,800</b>	<b>3,200</b>	
		<b>4,316,161</b>	<b>4,693,900</b>	<b>4,826,900</b>	<b>5,051,300</b>	

Title: Sports & Leisure Team Resources & Grants  
 Lead Officer: Ann Hill, Sports & Leisure Contracts Manager  
[annhill@warwickdc.gov.uk](mailto:annhill@warwickdc.gov.uk) 01926 456226  
 Portfolio Holder: Councillor Sinnott  
 Wards of the District directly affected: All

<b>Approvals required</b>	<b>Date</b>	<b>Name</b>
<b>Head of Service(s)</b>	11/11/25	Zoë Court
<b>Finance</b>		
<b>Legal Services</b>	23/6/25	Kathryn Tebbey
<b>Chief Executive</b>	16/11/25	Chris Elliott
<b>Deputy Chief Executive</b>	21/11/25	Darren Knight
<b>Strategic Director</b>	19/11/25	David Elkington
<b>Section 151 Officer</b>	02/12/25	Andrew Rollins
<b>Monitoring Officer</b>	20/11/25	Graham Leach
<b>Portfolio Holder</b>	12/11/25	Cllr Jim Sinnott
<b>Leadership Co-ordination Group</b>		

<b>Final decision by this Committee or rec to another Cttee / Council?</b>	Yes
<b>Contrary to Policy / Budget framework?</b>	No
<b>Does this report contain exempt info/Confidential? If so, which paragraph(s)?</b>	No
<b>Does this report relate to a key decision (referred to in the Cabinet Forward Plan)?</b>	Forward Plan Reference 1,494
<b>Accessibility Checked?</b>	Yes

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## Summary

Over the last few years Warwick District Council has invested significantly to increase and improve its sport and leisure provision across the district. For the Council to effectively continue to support and oversee existing and further improvements there is a need to repurpose some existing resources to strengthen the sport and leisure team and achieve improved outcomes from the existing budget available. The purpose of this report sets out the case to realign resources; ensure sport grants are better targeted and provide a stronger focus on how to leverage greater social value to provide a wider community benefit.

## Recommendation(s)

- (1)** That Cabinet agrees to merge two existing grant fund schemes (Sports Grant and Sports Physical Activity Grant) and a budget line totalling £37,200 into one, which will be known as District Sport & Activity Grant Fund and approves the new District Sport & Activity Grant Fund Criteria (appendix 1)
- (2)** That Cabinet approves repurposing and reallocating £18,000 of the Grants budget (as laid out in section 3.3 of this report) to the Sports & Leisure Team (S&L).
- (3)** The Cabinet approves a revised annual funding allocation of £19,200 into the new grant scheme (as laid out in section 3.3 of this report)
- (4)** The Cabinet endorse officers working with local businesses and Council's contractors to ensure the 'Social Value' elements of their contracts are fulfilled to support sport, leisure, and physical activity in the local community.
- (5)** That Cabinet delegates authority for the allocation of the District Sport & Activity Grant Fund to the Head of Neighbourhood Services, in consultation with Safer Healthier Active Communities Portfolio Holder and asks Council to update the Constitution to reflect this.

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## 1 Reasons for the Recommendation

- 1.1 The last few years have seen significant investment in new and improved sport and leisure provision across the district with the opening of Castle Farm Leisure Centre, Leamington Spa now the national home of Bowls England, Abbey Fields Swimming Pools opening in 2026, securing the Oakley School community use agreement and the opening of Newbold Comyn Cycle trails. To ensure the Council has the on-going capability and capacity to continue to support this provision and take advantage of opportunities in the future, some existing resources need to be repurposed to ensure fixed-term roles within the service can be secured.
- 1.2 The existing grants have been reviewed and evaluated. The findings from this process are that whilst they do have some impact, some of funding could be better used. Combined, the total budget currently stands at £37,200 per year. Therefore, there is a need to ensure any grant funding is targeted and applications assessed against an agreed criteria to measurable outcomes and

value for the taxpayer. There are currently no documented processes and standard criteria listed on the website. Several clubs have provided feedback stating that they feel the grant which only awards between £500 - £2,000 the application process is a barrier and is 'not worth the time and effort for such a small amount of funding.

- 1.3 By combining these three grant schemes into one single grant scheme with a clearer set of awarding criteria, it will make it easier for organisations to bid into, easier for the Council to administer and enable clearer measurement of community outcomes. This change will also enable £18,000 to be repurposed to part fund the strengthening of the S&L Team. The new scheme will be known as the District Sport & Activity Grant Scheme and will have an annual budget of £19,200. The criteria for this are set out in Appendix 1.
- 1.4 This change will allow two temporary posts within the existing team of 4.6 FTE to be made permanent. This will help to ensure resilience within the team to manage Section 106 agreements, the increasing number of leisure facilities (listed in 1.1 of this report) and, improved management of the new grants if approved by Cabinet.
- 1.5 The basis to repurpose existing resources is borne out of the Council's Medium Term Financial Strategy and subsequent Change Programme, to reduce revenue pressure on the general fund by avoiding budget growth and increasing the financial gap. Repurposing existing resources enables multiple objectives being balanced.
- 1.6 Whilst there is a reduction in funding proposed for Sport and Leisure grants outlined in this report, the intention is to increase overall funding by external match funding and targeted spending on delivering measurable results as laid out in with this section of this report.
- 1.7 Recognising the need to think differently, there is an opportunity for the Council to engage with organisations that it works with or has a contract with, to provide support to the local community, to improve the economic, social, and environmental well-being of the district in line with The Public Services (Social Value Act 2012). The intention from these changes is to also ensure the team are better placed to leverage greater social value from the Council's supply chain.
- 1.8 These changes will ensure the S&L Team have the capacity needed to continue to effectively manage the day-to-day operations and are well placed to plan and respond to opportunities that arise. The re-focused grant scheme will be better targeted to ensure clearer community outcomes. These changes will also avoid adding pressure to the Medium-Term Financial Strategy.

## **2 Existing Grant Schemes**

- 2.1 The S&L team currently operate and manage two grant schemes and one budget line, with a budget of £37,200, which is summarised in the table below.

<b>Grant Scheme</b>	<b>Details</b>	<b>Value</b>
Sports Grant	This is available to sports clubs across the district to support the club's growth and development. Sports grants are available for projects that are delivered or benefit residents from across Warwick District, four application windows are available throughout the financial year to apply for with a maximum amount of £500 awarded per application.	£11,100
Sports Physical Activity Grant	The grant commenced in 2011 following the decision to withdraw from the dual use agreement at Champion School, Leamington Spa. A report was submitted and approved to the Executive Committee in 2011 to create a grant to support the 3 deprived wards with the district at the time which were Leamington Brunswick, Leamington Willes, and Whitnash Ward.	£9,900
Budget Line	There are currently no formal criteria for this expenditure. Partners contact the S&L Team to request financial support to funding projects with the support of relevant partnerships such as Think Active, Change Makers projects, local NHS providers, Central Warwickshire School Sports Partnership Projects previously funded by WDC include supporting children's holiday activities, lifestyle clinics to support inactivity in specific wards within Warwick district. Healthy eating workshops. Sports tournaments and events. There are no formal criteria set for this grant. Partners contact the Sports and Leisure team with their individual funding projects to request financial support for the year	£16,200
<b>Total:</b>		<b>£37,200</b>

- 2.2 Prior to preparing for this report, the current grant schemes had not been rigorously reviewed in a number of years to ensure that they are fit for purpose and are still meeting the needs of the communities and that taxpayers money is being effectively used to support health and wellbeing across the district, as detailed in section 1.3 of this report.
- 2.3 The administration of a combined grant scheme will be more efficient for the S&L to manage and evaluate. It ensures funding is targeted to specific local community groups and activity providers across our local communities to deliver and provide activities to improve inactivity, health, and wellbeing.
- 2.4 By collaborating with Council Contractors and local businesses to contribute towards health and wellbeing activities within our communities, could bring a greater financial and social return, as laid out in Section 4 of this report. For

example, sports clubs normally secure business sponsorship to help fund kits and not rely on the Council.

- 2.5 These changes support the Councils' Medium Term Financial Strategy and allow the proposed restructure of the S&L Team to continue with the recommendation of making two fixed term posts permanent to ensure resilience within the team. As laid out in section 1.4.
- 2.6 These changes enable the Council to develop The Social Value Initiative, which will mean engagement with Council Contractors and local businesses to promote the new webpage that will be developed, this webpage and the benefits of this are detailed in section 4.

### **3 New District Sport & Activity Grant**

- 3.1 It is proposed that £19,200 be used for a new District Sport & Activity Grant Scheme which will be targeted using intelligence and collaborative working between officers of the S&L Team, the Community Wellbeing Team (linking with their emerging Community Strategy), local NHS and health partner organisations, who work within the local communities and will be able to identify the communities that are in most need of support to improve inactivity within these areas (See Appendix 2; Deprivation Indices Scores). For example, some local residents are experiencing cost of living difficulties with other financial needs a higher priority in the family such as food, heating, rather than swimming lessons for their children, which is an important life skill. Section 7.3 of this report demonstrates how the Council and Everyone Active (the Council's Sports & Leisure Contract) proposed to address this issue within the new grant proposals). Appendix 1 outlines the criteria for the grant fund.
- 3.2 The benefits of this grant scheme will be targeting specific local community groups and activity providers across Warwick District to deliver and provide activities to improve inactivity, health and wellbeing within the local communities across the district that need essential support. Enabling the continued support for projects like 'Think Active' which received £3,732 funding for a project to support clubs and groups to develop and implement action plans to enable them to support new and existing member who are experiencing mental health difficulties, in partnership with Springfield MIND. Further benefits are laid out in Section 13 of this report and Grant Funding Support from WDC to Stakeholder (Appendix 3).

### **4 Social Value Initiative**

- 4.1 There is an opportunity for the Council to better engage with organisations that it works with or has a contract with, to provide support to the local community, to improve the economic, social, and environmental well-being of the district via the Social Value Act 2012.
- 4.2 Everyone Active, that runs the Council's leisure centres, has agreed to financially support an initiative by offering swimming lessons at half price. This would also include free public swimming whilst attending lessons for the child. In addition to this, Everyone Active will also provide these children with a number of vouchers for their parents or careers to enable them to bring the

child along to public swimming to help with improving their individual skills. The financial support provided by Everyone Active for this offer is £10,080.00.

- 4.3 The Council considers Social Value benefits as part of appropriate procurement projects in line with The Public Services (Social Value Act 2012). The Council has a Social Value Policy which refers to "maximising benefits created through the delivery, procurement or commissioning of goods and services, above and beyond those directly related to those goods or services." This initiative seeks to compliment the policy by providing an opportunity for contractors and contract managers to verify contributions.
- 4.4 From discussions with some of the Council's largest Contractors, they have a 'Corporate Social Responsibility' policy, and the Council can facilitate connecting council contractor organisations with sports and leisure activity groups that need support. This would ground Council contractors within the community, provide the support that groups are looking for, deliver social value outlined in council contracts and reduce demand on the Councils resources and finances.
- 4.5 At the Change Programme Board in June 2025, officers presented a proposal for a mechanism to improve the links between businesses/ contractors to effectively 'match' support and funding opportunities, through a dedicated webpage. Through this page local community groups can post their sports and leisure activity needs, such as funding for equipment or volunteering opportunities. This proposal was approved.
- 4.6 This website link would be promoted to Council contractors and local businesses providing them with opportunities to identify 'asks' they wished to fund. Allowing them to demonstrate their support to the local community, to improvements the economic, social, and environmental well-being of the district. i.e. one of our major contractors currently sponsors local football teams' kits with their logo on them.
- 4.7 Whilst there is not currently a record or a defined expectation of the financial value equivalent of social value contributions for Council contracts. The total contract value for the Council is more than £96million per annum. For this initiative officers are estimating that just 0.02% of the total contract value would need to be realised to achieve £19,200 per annum, as targeted value through this initiative to support Sports and Leisure groups.
- 4.8 Officers will regularly review and monitor this initiative and report on a quarterly basis on the uptake of this grant via the Neighbourhood Services Service Area Plan KPIs. This will include officer time in delivery of the scheme and publishing the information, growth in groups signed up to the scheme, groups whose asks were met, contractors using the scheme growth, external funding leveraged, contractors' retention in the scheme.
- 4.9 In time officers believe that this initiative could then be expanded to other community needs and social value outcomes in line with the Social Value Policy working with Procurement Officers

## 5 Alternative Options

5.1 Revenue Growth Bid: Consideration was given to submit revenue budget growth item to secure the fixed term roles within the service. However, this would only add revenue pressure to the general fund, with savings needing to be found elsewhere in the organisation to offset the increase. The expectation of the Change Programme is for services to review how they operate and how services could be change and delivered differently at the same or lower cost. Through re-purposing resources is aligned to the principles of the Change Programme.

5.2 Ending the fixed-term contracts: Consideration was given to ending the fixed term contracts; however, this would mean that there is little resilience within the team to manage the increasing number of leisure facilities and ensure Section 106 monies is secured for further improvements and development of the Council's sports and leisure facilities.

5.3 Keep existing Grant Schemes: This has been discounted due to the need to strengthen the resources within the team, at a time where the council is facing financial challenges. By making these changes to the grant schemes as laid out in this report aligns with the Council's value "we will find a better way" and it will create a more effective, less complicated value for money way of delivering our sports and leisure services, as laid out in the aims of the Change Programme.

## 6 Legal Implications

6.1 Grant arrangements will need to be supported by appropriate and proportionate procedures and documentation. For any changes to arrangements with existing contractors, legal advice should be sought as to whether such changes need to be formalised in writing and the appropriate mechanism for doing so within the framework of the contract and relevant legislation.

6.2 Consideration has been given to Section 17 of the Crime and Disorder Duty on Local Authorities to consider the impact of their decisions on crime and disorder. Opportunities for improved participation and access to sports and leisure groups could assist young people in particular.

## 7 Financial Implications

7.1 There are two grants and a budget line grant outlined in section 2 of this report amounting to £37,200 which are being reviewed. The table below outlines the current and proposed spending, with a 'targeted' social value monetary contribution from local businesses and the Council's major contractors.

	<b>Current Council Funded</b>	<b>New Council Funded</b>	<b>New Match Funded</b>
Sports Grant	£11,100	Recommendation that these Grants be discontinued and £18,000 of the funds be used to contribute	N/A
Sports and Physical Activity Grant	£9,900		N/A

		to the budget required to make the two FTC posts permanent	
Budget Line	£16,200	Recommended that this Grant is renamed as below	
<b>NEW</b> District Activity & Sport Grant	N/A	£19,200	£10,080 (From Everyone Active)
<b>NEW</b> Social Value Initiative	N/A	N/A	£19,200*
<b>Sub Total</b>		<b>£19,200</b>	<b>£26,080</b>
		<b>New Proposed Funding</b> (including EA match funding and Social Value Initiative)	
<b>TOTAL</b>	<b>£37,200</b>	<b>£45,280</b>	

\*Estimate required 0.02% of 96 million council contract spend per annum

- 7.2 Discontinuing the existing Grant schemes and replacing with the new provision arrangements will allow the monies to be more effectively used to support the whole community.
- 7.4 The remaining £18,000 will used to fund part of the S&L Team Restructure. This will allow the two temporary posts to be made permanent to ensure resilience within the team to manage the increasing number of leisure facilities and ensure Section 106 monies is secured for further improvements and development of the Council's sports and leisure facilities.
- 7.5 Whilst there is a reduction in funding proposed for Sport and Leisure groups outlined in this report. The intention is to increase funding overall via external funding match funding and targeted spending on delivering measurable results as laid out in with this section of this report.

## 8. Corporate Strategy

- 8.1 Warwick District Council has adopted a Corporate Strategy which sets three strategic aims for the organisation. This report contributes to two of these priorities, as briefly set out below.
- 8.2 **Delivering valued, sustainable services** – The recommendations of the report will assist in implementing a more effective use of resources along with providing support to the local communities within the district in a targeted and sustainable way. The recommendations in this report support the following elements within Priority 1 of the Corporate Strategy:

- "Our medium-term financial strategy will set out the steps we will take to ensure we continue to be financially sustainable and can continue to invest across the district. This will include making better use of existing resources and consider how we can increase income generating opportunities"
- "Our change programme will improve the efficiency and effectiveness of how the Council delivers services to ensure they remain responsive and accessible to customer needs"

- *"By reviewing how Council services are delivered and measuring performance will help ensure high quality services are being delivered across the Council"*
- *"We will further develop our approach to commissioning and contract management across the Council to continue to ensure residents receive the best service possible and value for the taxpayer"*
- *"We will continue to develop our approach for maximising social value through our place-shaping initiatives to recycle money within the district"*

**8.3 Creating vibrant, safe, and healthy communities of the future** – By working with established activity providers and utilising existing facilities and partners, it will provide vibrant, safe environments and encourage healthy communities in the future. The recommendations in this report support the following elements within Priority 3 of the Corporate Strategy:

- *"Build on our reputation as a home for national and international sporting events"*
- *"Encourage everyone to have a more active lifestyle by using our leisure centres, parks and open spaces, other sports facilities, and the provision of outreach activities"*

## **9. Environmental/Climate Change Implications**

- 9.1 The proposal will support activity organisers and organisations within local communities where sessions will be delivered. This is intended to encourage participants to walk or cycle to the providers' locations.
- 9.2 The proposals are not expected to have any adverse impact on the environment.

## **10. Analysis of the effects on Equality**

- 10.1 Initial Screening Template for Equalities has been completed. The proposed changed and continuation of the grants means that there will be further opportunities for a positive impact linked to equalities, through the social value initiative of contracts being introduced. Examples of previous works by partners shows that all groups are supported with new initiatives.

## **11. Data Protection**

- 11.1 This is a key part of the new District Sport & Activity Grant and of the webpage design for the Social Value initiative to ensure that data is protected adequately. Appropriate privacy information, data processing methods will be implemented as part of the changes proposed.
- 11.2 Where the Council shares personal data with third parties, including contractors, measures should be taken to ensure compliance with data protection legislation. This could include consent and/or data sharing agreements.

## **12. Risks**

- 12.1 If this approach to grants is not approved, the current resources within the S&L Team cannot be maintained, as there are currently two fixed term contracts,

which the savings made will contribute to other savings and allow these posts to be made permanent.

- 12.2 Without these permanent posts as part of a proposed restructure of the team, there is a risk that there will not be the resources needed to secure Section 106 contributions, make external funding bids, or maximise service development plans. In addition, the team may not be able to respond to external funding opportunities that may arise. Historically, the team have been successful in securing £1million.
- 12.3 The 2023 Internal Audit report identified the need to review the existing grant schemes and without change those audits recommendations would not be addressed.
- 12.4 Introducing the Social Value Initiative is an important element of these proposals, which have not been tested. Close monitoring of this new income stream will be required.
- 12.5 The proposed application process will be easier, and this may see an increase in interest with potentially a reduced budget, if 12.4 is not successful.

### **13. Health and Wellbeing**

- 13.1 The new proposals will contribute to the health and wellbeing of residents and communities in Warwick district by providing opportunities for activity within the local community through the offer of community support and funding.
- 13.2 The new initiatives provide chances to work collaboratively with other WDC services areas who work within the targeted communities ensuring those communities have opportunities targeted to their requirements in support of their health, wellbeing, and activity needs. Officers will collaborate with community champions, established health and wellbeing services such as NHS and health hubs within the targeted communities will allow the effective use of intelligence such as the Joint Strategic Needs Assessment place-based approach to create a more productive structure. This will deliver benefits in locations of need and better use of resources, for the improvement of activity participation within the communities.

#### **Supporting documents:**

Council's Social Value Policy [Social Value](#)

Code Of Procurement [Code of Procurement Practice 2025.pdf](#)

Appendix 1 – Criteria for the District Sport & Activity Grant fund

Appendix 2 – Deprivation Indices Scores by Local Authority

Appendix 3 - Grant Funding Support from WDC to Stakeholder

Think Active - [www.thinkactive.org](http://www.thinkactive.org)

Springfield MIND [www.swwmind.org.uk](http://www.swwmind.org.uk)