

To: General Purposes Licensing Committee

Date: 23 January 2017

Report of: Head of Planning and Regulatory Services

Title of Report: Miscellaneous Licensing: Licence Fees & Charges for the 2017/18 financial year

Summary and Recommendations

Purpose of report: To seek agreement of the licence fees for 2017/18 where the Council has discretion over the level of fee charged.

Report Approved by:

Finance: Jonathan Marks – Approved

Legal: Daniel Smith - Approved

Policy Framework: Vibrant Sustainable Economy
Street Trading Policy 2015

Recommendation(s):

Committee is recommended to:

a) Agree the licence fees and charges for 2017/18 as set out in Appendix A and recommend them to Council.

Introduction

1. The purpose of this report is to establish the licence fees and charges that should apply for 2017/18, for those activities where the Council has discretion as administered within the functions of the Business Regulation Team.
2. The fees and charges detailed within this report and found at Appendix A relate solely to the functions of the Business Regulation Team. A further report will be provided to Members in relation to the fees and charges related to the functions of the General Licensing Team.
3. The statutory principle in relation to the setting of fees is that they should be reasonable and should relate to the costs of performing the function, including staffing, administration, testing, inspections, hearings, regulation and appeals.

4. Licence fees set by the Council and administered in the Miscellaneous Licensing function consist of Acupuncture, Ear Piercing, Electrolysis & Tattooing, Animal Boarding Establishments, Dangerous Wild Animals, Dog Breeding Establishments, Pavement Cafes, Pet Shops, Riding Establishments, Street Trading Consents and Zoos.
5. An inflationary increase to these fees and charges is proposed to the current level of fees and charges to ensure the full cost recovery of the services provided with the exception of Street Café Licences which are dealt with separately within this report.

Street Café Licences

6. The annual licence fee of £750 was introduced for the 2013/14 financial year. There is no proposed change to the existing standard fee in order to promote street cafes and to encourage uptake.
7. A new fee of £350 is proposed to assist businesses in low footfall areas outside the city centre. This fee would apply to premises located in the existing Neighbourhood Shopping Centres (as listed in Appendix B (Appendix 9 of the Oxford Local Plan 2001-2016)).
8. The introduction of a reduced fee is recommended in the interests of encouraging increased vitality in low footfall out of town areas where small businesses may struggle to establish themselves. The level has been set to reflect the reduced impact, size and compliance risk of street cafes in these areas, whilst balancing the need to cover costs.

Financial Implications

9. The Council is responsible for collecting licence fees for these functions. Predicted income from licence fees is included in the Council's budget estimates for 2017/18.

Legal Implications

10. The power to levy fees is contained in the legislation relevant to each function or in the Local Government Act 2003 in relation to discretionary services. Licensing is not a revenue raising function and fees and charges should be reasonable and proportionate to the costs of the procedures and formalities of carrying out the function. It is expected that the impact of recent case law on licensing fee structures will result in fresh guidance in the coming year on the levying of fees. Officers will review fees in the light of any new guidance and advise the Committee accordingly.

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Miscellaneous Licensing Fees & Charges 2017/18				
	2016/17 Charge £	2017/18 Charge £	Increase/ (Decrease) £	Increase/ (Decrease) %
Street Trading Consents - subject to approval by General Purposes Licensing Committee				
City Centre & Late Night Traders				
Application Fee	310	315	5	2%
Annual consent (Pro Rata for period of Consent)	7800	7950	150	2%
Weekly Consent (Weekly Rota)	175	178	3	2%
All other traders				
Application Fee	310	315	5	2%
Annual consent (Pro Rata for period of Consent)	2645	2700	55	2%
Peripatetic traders (mobile traders- e.g. icecream vans, sandwich vans)				
Application fee	102	104	2	2%
Annual consent (Pro Rata for period of Consent)	1375	1400	25	2%
General Charges				
Replacement Consent	31	31.5	0.5	2%
Identification badge (per badge)	31	31.5	0.5	2%
Events				
Street Trading at event for commercial benefit (up to 5 days) - per stall	26	26.5	0.5	2%
Street Trading at event for commercial benefit (6-14 days) - per stall	42	43	1	2%
Street Trading at event for community / charity benefit	No Fee	No Fee		
Street Café Licences - subject to approval by General Purposes Licensing Committee				
Annual Fee	750	750	0	0%
Annual Neighbourhood Shopping Centre Fee based on location as per Local Plan	N/A	350		
Miscellaneous Licensing - subject to approval by General Purposes Licensing Committee				
Acupuncture, ear piercing, electrolysis & tattooing (only payable on first registration - person)	113	115	2	2%
Acupuncture, ear piercing, electrolysis & tattooing (only payable on first registration - premises)	225	230	5	2%
Animal Boarding Establishment	180 + vet fees	183 + vet fees	3	2%
Dangerous Wild Animals	410 + vet fees	415 + vet fees	5	2%
Dog Breeding Establishment	180 + vet fees	183 + vet fees	3	2%
Pet Shop	180 + vet fees	183 + vet fees	3	2%
Riding Establishment	415 + vet fees	423 + vet fees	8	2%
Zoo	415 + vet fees	423 + vet fees	8	2%

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Neighbourhood Shopping Centres

APPENDIX 9

Neighbourhood shopping centres comprise a group or cluster of Class A uses in close proximity. Policy RC.8 seeks to ensure that at least 50% of all units in Neighbourhood shopping centres are retained for Class A1 retail use. The following is a list of current Neighbourhood shopping centres:

1. Kendall Crescent, Cutteslowe
2. North Parade Avenue, Walton Manor
3. Westlands Drive, Northway
4. Cherwell Drive, Marston
5. Old Marston Road, New Marston
6. Underhill Circus, Barton
7. Roundway and London Road, Risinghurst
8. Girdlestone Road, New Headington
9. Atkyns Road, Wood Farm
10. Cinnaminta Road, The Slade
11. Wilkins Road
12. Iffley Road
13. Oxford Road, Temple Cowley
14. Rose Hill
15. Barns Road, Blackbird Leys
16. Cowley Road, Littlemore
17. Balfour Road, Blackbird Leys
18. Blackbird Leys Road, Blackbird Leys
19. Abingdon Road, Grandpont
20. Abingdon Road, New Hinksey
21. Botley Road, New Botley
27. Belsyre Court, Woodstock Road
28. St. Nicholas Road, Littlemore
29. Hollow Way

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