

To: General Purposes Licensing Committee
Date: 23 January 2019
Report of: Head of Community Services
Title of Report: Commercial Events, Hackney Carriage and Private Hire, Road Closure Orders, Scrap Metal Dealers, Sex Establishments and Street Parties: Licence Fees and Charges for the 2019/20 financial year

Summary and recommendations	
Purpose of report:	To seek agreement of the licence fees for 2019/20 where the Council has discretion over the level of fee charged
Corporate Priority	Vibrant Sustainable Economy
Policy Framework	None
Recommendation: That the General Purposes Licensing Committee resolves to:	
1. Agree the licence fees and charges for 2019/20 as set out in the Appendix 1 and recommend them to Council	

Appendices	
Appendix 1	Commercial Events, Hackney Carriage and Private Hire, Road Closure Orders, Scrap Metal Dealers, Sex Establishments and Street Parties Fees and Charges 2019/20

Introduction

1. The purpose of this report is to seek agreement to the licence fees and charges that should apply for 2019/20, for those activities where the Council has discretion. This report does not cover the fees for Licensing and Gambling Act activities, which are reported separately to the Licensing and Gambling Acts Committee.
2. The fees and charges detailed within this report and found at **Appendix 1** relate solely to the functions of the General Licensing Team. A further report will be

provided to Members in relation to the fees and charges related to the functions of the Miscellaneous Licensing Team.

3. The statutory principle in relation to the setting of fees is that they should be reasonable, proportionate and not exceed the cost of the procedures and formalities of the relevant licensing scheme, including staffing, training, administration, testing, inspections, hearings, and regulation.
4. Licence fees set by the Council and administered in the General Licensing function consist of Commercial Events, Hackney Carriage and Private Hire, Road Closure Orders, Scrap Metal Dealers and Sex Establishments.

Commercial Events

5. The making of Temporary Road Closure Orders under the Town Police Clauses Act 1847 is a discretionary service and the Council may make a charge for carrying it out, as long as the charge does not exceed the costs to the Authority.
6. A number of Road Closure applications have been made in the last year for events involving a commercial element, such as for Christmas Market, Art Market, North Parade Market, Christmas Light Festival etc.
7. It is proposed that the fee of between £100 and £300 remains.

Hackney Carriage and Private Hire Licence Fees and Charges

9. Amendments to some of the 'Additional Charges' section has been proposed to recover Authority costs. Those can be found in **Appendix 1**.
10. A new fee is proposed in the 'Drivers' section. All Oxfordshire Licensing Authorities operate under a Joint Operating Framework to ensure that standards are aligned. The new fee recognises that those drivers primarily operating in Oxford City but who are licensed in another Oxfordshire Authority should be licensed by Oxford City Council to enable the Council to conduct the necessary compliance activities. To encourage this, a one-off reduction is proposed to existing Oxfordshire licence holders applying for a three year City Council licence, corresponding to each full year of their existing licence. This shall support Oxfordshire Licensed drivers (licensed by neighbouring Authority) to apply for a drivers licence with Oxford City Council due to their licensed activities being carried out in Oxford City. The proposal can be found in **Appendix 1**.
11. A new fee is proposed in the 'Vehicle' section. This shall support the current vehicle fleet transition to Ultra Low Emission Vehicles. The proposal can be found in **Appendix 1**.

Scrap Metal Dealers

12. The licensing of Scrap Metal Dealers and collectors is an executive function presided over by the City Executive Board. Therefore the setting of fees does not fall to this Committee. The revised and amended fees for this function can be found in **Appendix 1** for Members to note.

Sex Establishments (Sexual Entertainment Venues)

13. On 6th November 2018, the Head of Governance and Head of Financial Services approved the report of the Head of Community Services detailing the level of fees to be set for the licensing of such premises. Those can be found in **Appendix 1.**

Sex Establishments

14. On 6th November 2018, the Head of Governance and Head of Financial Services approved the report of the Head of Community Services detailing the level of fees to be set for the licensing of such premises. Those can be found in **Appendix 1.**

Road Closure with no commercial element including street parties

15. The Council wishes to support the organisers of community based events such as street parties. However, due to the growing volume of such applications it is proposed that such applications shall include a fee to recover the Authority's costs. The proposed fee consists of half of the recovery costs due to commitment in supporting small street parties and community events.

Financial implications

16. 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 2018/19.

Legal issues

17. 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. Fees and charges should reasonably represent the costs of carrying out the function.

Report author	Anna Dumitru
	General Licensing Team Leader
	Community Services
	01865 252565
	adumitru@oxford.gov.uk

This page is intentionally left blank