

To: General Purposes Licensing Committee
Date: 10th February 2025
Report of: Deputy Chief Executive for City and Citizens' Services
Title of Report: Hackney Carriage and Private Hire, Road Closure Orders, Scrap Metal Dealers, Sex Establishments Street Parties and Commercial Events: Licence Fees and Charges for the 2025/26 financial year

Summary and recommendations	
Purpose of report:	To seek agreement of the licence fees for 2025/26 where the Council has discretion over the level of fee charged
Corporate Priority	Strong, fair economy.
Policy Framework	None
Recommendation(s): That the General Purposes Licensing Committee resolves to:	
1. Agree the licence fees and charges for 2025/26 as set out in the Appendix 1 and recommend to Council for adoption	

Appendices	
Appendix 1	Commercial Events, Hackney Carriage and Private Hire, Road Closure Orders, Scrap Metal Dealers, Sex Establishments and Street Parties Fees and Charges 2025/26

Introduction

1. The purpose of this report is to seek agreement to the licence fees and charges that should apply for 2025/26, 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 relevant legislation for the functions detailed in this report are Town Police Clauses Act 1847, Local Government (Miscellaneous Provisions) Act 1976, Scrap Metal Dealers Act 2013, Local Government (Miscellaneous Provisions) Act 1982.
4. 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.
5. 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 (Street Parties), Scrap Metal Dealers and Sex Establishments.

Commercial Events and events with no commercial element (including Street Parties)

6. 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.
7. Several Road Closure applications are made each year for events involving a commercial element, such as for Christmas Market, Little Clarendon Street Market, Art Market, North Parade Market, Christmas Light Festival etc.
8. It is important to note that where the application meets the test of being for a community or charitable event with no commercial gain the fee can be waived by the Authority, Deputy Chief Executive, in support of such events.
9. Members are asked to note that the fees have been revised and a minor increase of approximately 4% has been applied to cover the Authority costs, due to inflationary pressures. The fees and charges can be found in **Appendix 1**.

Hackney Carriage and Private Hire Licence Fees and Charges

10. Members should also note that the Hackney Carriage and Private Hire fees have been revised and minor increase of an average between 4% has been applied to cover the Authority costs due to inflationary pressures. The fees can be found in **Appendix 1**.

Scrap Metal Dealers

11. The licensing of Scrap Metal Dealers and collectors is an executive function which is the responsibility of Cabinet. The fees have been submitted to Cabinet for consultation in December 2024 and will go back for approval in February 2025. Therefore, the setting of fees does not fall to this Committee. The fees for this function can be found in **Appendix 1** for Members to note, which also have been revised due to inflationary pressures.

Sex Establishments and Sexual entertainment venues

12. Fees and charges for these functions have been revised and minor increase of an average 4% has been applied to cover the Authority costs, due to inflationary pressures. The fees can be found in **Appendix 1**.

Financial implications

13. 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 2025/26.

Legal issues

14. 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.

Equality Impact

15. There are no adverse impacts anticipated on any person with protected characteristics.
16. The Council has a Public Sector Equality Duty (PSED) under the Equality Act 2010 to have due regard to the need to:
- Eliminate discrimination, harassment and victimisation and any other conduct that is prohibited by or under the Act;
 - Advance equality of opportunity between people who share a relevant protected characteristic and those who don't share it;
 - Foster good relations between people who share a relevant protected characteristic and those who do not (which involves having due regard, in particular, to the need to tackle prejudice and promote understanding).

Environmental Considerations

17. There are no environmental considerations arising directly from this report.

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APPENDIX ONE

GENERAL PURPOSES LICENSING COMMITTEE	2024/25	2025/26	Increase/	Increase/
FEES & CHARGES 2025/2026	Charge	Charge	(Decrease)	(Decrease)
	£	£	£	%
Taxi Licensing:				
VEHICLES				
Hackney Carriage	453.60	472.00	18.40	4.06
Hackney Carriage (ULEV Early Adopter Discount)	340.20	354.00	13.80	4.06
Hackney Transfer of Ownership	113.00	118.00	5.00	4.42
Hackney Change of Vehicle	113.00	118.00	5.00	4.42
Hackney Temporary Vehicle	84.00	87.00	3.00	3.57
Private Hire	297.00	309.00	12.00	4.04
Private Hire (Fully Electric Vehicle)	183.00	190.00	7.00	3.83
Private Hire (Wheelchair Accessible Vehicle (WAV))	108.00	112.00	4.00	3.70
Private Hire Transfer	113.00	118.00	5.00	4.42
Private Hire Change of Vehicle	113.00	118.00	5.00	4.42
Private Hire Temporary Vehicle	84.00	87.00	3.00	3.57
Taxi Licensing:				
DRIVERS				
Hackney Combined (1 year licence)	130.00	135.00	5.00	3.85
Hackney Combined (3 year licence)	388.00	405.00	17.00	4.38
Hackney Combined (3 year licence only) for Oxfordshire Licensed drivers with 1 full year on current licence	260.00	270.00	10.00	3.85
Hackney Combined (3 year licence only) for Oxfordshire Licensed drivers with 2 full years on current licence	130.00	135.00	5.00	3.85
Private Hire (1 year licence)	115.00	120.00	5.00	4.35
Private Hire (3 year licence)	343.00	360.00	17.00	4.96
Private Hire (3 year licence only) for Oxfordshire Licensed drivers with 1 full year on their current licence	230.00	240.00	10.00	4.35
Private Hire (3 year licence only) for Oxfordshire Licensed drivers with 2 full year on their current licence	115.00	120.00	5.00	4.35
Taxi Licensing:				
ADDITIONAL CHARGES:				
Mandatory Safeguarding and Disability Awareness Training - Oxfordshire County Council Charge (Provider)	55.00	55.00	0.00	0.00
Local Knowledge & Safeguarding Test	84.00	87.00	3.00	3.57
Local Knowledge & Safeguarding Re-Test	84.00	87.00	3.00	3.57
DVLA Check	7.00	7.00	0.00	0.00
Trust ID - DBS & RTW Check	13.00	14.00	1.00	7.69

GENERAL PURPOSES LICENSING COMMITTEE	2024/25	2025/26	Increase/	Increase/
FEES & CHARGES 2025/2026	Charge	Charge	(Decrease)	(Decrease)
	£	£	£	%
Licence badge/replacement badge	12.00	12.00	0.00	0.00
Replacement External Vehicle Plate	28.00	29.00	1.00	3.57
Internal Vehicle Licence Plate	17.00	18.00	1.00	5.88
Replacement Internal Vehicle Licence Plate	17.00	18.00	1.00	5.88
Exempt badge/replacement badge	28.00	29.00	1.00	3.57
Replacement approved fare chart	2.00	2.00	0.00	0.00
Duplicate paper licence (replacement)	6.00	6.00	0.00	0.00
Unpaid Cheque Charge	34.00	35.00	1.00	2.94
Amendments to Private Hire Operator Licence	113.00	118.00	5.00	4.42
Vehicle Exemption Notice	56.00	58.00	2.00	3.57
Taxi Licensing:				
PRIVATE HIRE OPERATOR LICENCE				
Vehicle 3 & under (1 year licence)	555.12	577.00	21.88	3.94
Vehicle 4 & over (1 year licence)	1,110.00	1,154.00	44.00	3.96
Vehicle 3 & under (5 year licence)	2,775.00	2,886.00	111.00	4.00
Vehicle 4 & over (5 year licence)	5,550.00	5,772.00	222.00	4.00

GENERAL PURPOSES LICENSING COMMITTEE	2024/25	2025/26	Increase/	Increase/
FEES & CHARGES 2025/2026	Charge	Charge	(Decrease)	(Decrease)
	£	£	£	%
Road Closures				
Commercial Event Road Closures- Events (under 500 people)	125.00	130.00	5.00	4.00
Commercial Event Road Closures- Market and Street Fairs	300.00	312.00	12.00	4.00
Commercial Event Road Closures- Events (500 or more people)	360.00	374.00	14.00	3.89
Road Closure with no commercial element inc Street Parties	18.00	19.00	1.00	5.56
Scrap Metal Dealers (Three Year Licence)				
New Site Licence	1,382.00	1,437.00	55.00	3.98
Renewal Site Licence	1,382.00	1,437.00	55.00	3.98
Variation Site Licence	340.00	354.00	14.00	4.12
New Mobile Collector Licence	686.00	713.00	27.00	3.94
Renewal Mobile Collector Licence	686.00	713.00	27.00	3.94
Variation Mobile Collector Licence	340.00	354.00	14.00	4.12
Sex Establishments				
Sex establishment (Sex Shop or Sex Cinema)- New	2,840.00	2,954.00	114.00	4.01
Sex establishment (Sex Shop or Sex Cinema)- Renewal	2,840.00	2,954.00	114.00	4.01
Sex establishment (Sex Shop or Sex Cinema)- Variation/ transfer	1,328.00	1,381.00	53.00	3.99
Sexual entertainment venues new	6,664.00	6,930.00	266.00	3.99
Sexual entertainment venues renewal	6,664.00	6,930.00	266.00	3.99
Sexual entertainment variation/ transfer	1,328.00	1,381.00	53.00	3.99