

**To:** Council  
**Date:** 13<sup>th</sup> February 2025  
**Report of:** Deputy Chief Executive for City and Citizens' Services  
**Title of Report:** Miscellaneous Licensing: Fees and Charges for the 2025/26 financial year

<b>Summary and recommendations</b>	
<b>Purpose of report:</b>	To seek agreement of the licence fees for 2025/26 where the Council has discretion over the level of fee charged
<b>Key Decision</b>	No
<b>Committee Chair with responsibility</b>	Cllr Miles, Chair of the Licensing and Gambling Acts Committee
<b>Corporate Priority</b>	Enable an inclusive economy and Support Thriving Communities
<b>Policy Framework</b>	None
<b>Recommendation(s):</b> That Council resolves to agree the relevant licence fees and charges for 2025/26.	
1. <b>Agree</b> the licence fees and charges for 2025/26 as recommended by the Licensing and Gambling Acts committee and set out in the Appendix 1	

<b>Appendices</b>	
Appendix 1	Acupuncture, Ear Piercing, Electrolysis & Tattooing, Animal Boarding, Dangerous Wild Animals, Dog Breeding, Pavement/ Cafes Licence, Pet Shops, Exhibiting Animals, Riding Establishments, Street Trading and Zoos.

## Introduction

- 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 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, 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 Miscellaneous Licensing function within the Business Regulation Team comprise the following: Acupuncture, Ear Piercing, Electrolysis & Tattooing, Animal Boarding, Dangerous Wild Animals, Dog Breeding, Pavement Cafes, Pet Shops, Exhibiting Animals, Riding Establishments, Street Trading and Zoos.
5. Members are asked to note that the fees have been revised and minor increases applied to cover the Authority costs, due to inflationary pressures.
6. Pavement License update -The Levelling Up and Regeneration Act 2023 makes permanent the provisions set out in the Business and Planning Act (BPA) 2020 that streamlined the process to allow businesses to secure these licences quickly. Licences that are deemed to have been granted, should remain in place for such period as the local authority may specify in the licence, with a maximum limit of two years. Existing licences with no end date are extended to 2 years from the commencement date. The proposed fees may be seen in Appendix 1. Currently 91 pavement licences have been issued.
7. 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**

8. 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.

<b>Report author</b>	<b>Nicholas Cox</b>
	<b>Business Regulation Team manager</b>
	<b>Planning and Regulatory Services</b>
	<b>01865 252556</b>
	<a href="mailto:ncox@oxford.gov.uk">ncox@oxford.gov.uk</a>