

**INDIVIDUAL CABINET MEMBER DECISION-MAKING  
RECORD OF DECISION**

**PART A**

<b>DETAILS OF REPORT</b> <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
<b>Title of report</b>	Licensing of tables and chairs, shops fronts and other items in the Highway
<b>Decision-maker</b>	Cabinet Member for Transport, Environment, and Recycling
<b>Earliest date when decision can be taken</b>	10 July 2012
<b>Key decision – Yes/No?</b>	Yes
<b>Date published on forward plan</b>	May 2012
<b>Date sent to cabinet member</b>	2 July 2012
<b>Recommendation</b>	<ol style="list-style-type: none"> <li>1. That the Cabinet Member for Transport, Environment and Recycling agrees the implementation of the proposed revision of the Street Furniture Licensing arrangements. To provide for the licensing of a wider range of street furniture, including, but not limited to, shop front displays, Advertising Boards, planters and enclosed smoking areas. The aim is to implement it from June 2012.</li> <li>2. That the Cabinet Member for Transport, Environment and Recycling agrees the Highway Licensing Guidance, Standard Conditions and Application Forms (Appendix 1 to 4) for Tables and Chairs and Street Furniture.</li> <li>3. That the Cabinet Member for Transport, Environment and Recycling agrees the new fee structure for street furniture placed on the highway, to replace the current shop front licence fee (£50 application or renewal fee plus £60 per month), but will ensure costs to businesses are more directly comparable to the existing fee for tables and chairs. This will be calculated on a per square metre basis. An example is set out in paragraph 40 of this report.</li> </ol>

<b>ORIGINATING AUTHOR'S DETAILS</b> <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
<b>Lead officer (Name and job title)</b>	Deborah Collins, Strategic Director Environment & Leisure

**ORIGINATING AUTHOR'S DETAILS**

*(Officers to complete this section prior to issuing to cabinet member)*

Report author (Name and job title)	Des Waters, Head of Public Realm, E&L
Contact Number	020 7 525 2388

**PART B**

*(Cabinet member to complete this section)*

**DECISION(S)**

AGREE THE RECOMMENDATIONS

**REASONS FOR DECISION**

AS CONTAINED IN THE REPORT

**ALTERNATIVE OPTIONS  
CONSIDERED**

NONE

**REPRESENTATIONS RECEIVED**

NONE

**ADDITIONAL ADVICE RECEIVED**

NONE

**ANY INTERESTS DECLARED**

*Note: If the decision-maker has a prejudicial interest in the matter the report must be referred to the full cabinet for decision.*

*Please refer to the definitions of personal and prejudicial interests in the members' code of conduct. If members are still unsure as to whether an interest is personal or prejudicial they should contact the governance team for advice.*

NONE

## DECLARATION

I approve/~~reject~~ the recommendations set out in the report.\*

~~or~~

I ~~approved~~ an alternative course of action set out in Part B.\*

~~or~~

I have referred this matter to the Full Cabinet for decision.\*

(\* Please delete as appropriate)

Signed Baird Payne Dated 10 July 2012

Cabinet Member TRANSPORT, ENVIRONMENT & RECYCLING

Please return completed hard copy of the form to Ian Millichap, Constitutional Team, 160 Tooley Street, P O BOX 64529, London, SE1P 5LX – tel: 020 7525 7225 fax: 020 7525 7284.

### Seeking advice

You should seek advice from the relevant officer on a number of occasions:

- (a) If you wish to consider alternative options
- (b) If you are considering rejecting the proposals

Otherwise it is at your discretion when you should seek further advice and you should do so when you consider it appropriate.

