

## PART A

**Report to:** Licensing Committee  
**Date of meeting:** 23 November 2015  
**Report of:** Head of Community and Customer Services  
**Title:** Further amendments to charity street collection policy

### 1.0 SUMMARY

- 1.1 The Licensing Committee has recently adopted a new policy in relation to charitable cash collections in the town centre. Experience since then has indicated the need for a slight modification to allow more flexibility for charitable collections in the event space on The Parade between Bentine Road and Rickmansworth Road.

### 2.0 RECOMMENDATIONS

- 2.1 That the charitable cash collection policy agreed by the Licensing Committee on 18 March 2014 and amended on 14 July 2015 be further amended as set out at appendix 1 to allow charitable cash collections to take place in The Parade between Bentine Lane and Rickmansworth Road as part of:
- (1) collections of local or national significance (as approved by the Licensing Manager, Section Head or Head of Service), providing no more than two collectors are allowed at any one time; or
  - (2) as part of an organised event recognised or supported by the council (and which event has been approved by the Section Head or Head of Service for events)

**Contact Officer:**

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**Report approved by:** Alan Gough, Head of Community & Customer Services

### 3.0 DETAILED PROPOSAL

- 3.1 On 18 March 2014 the Licensing Committee adopted a new policy to control cash and direct debit face-to-face charitable collections in the town centre, and this policy was subsequently amended on 14 July 2015. The legal powers to issue street collection permits are explained in the March 2014 report.
- 3.2 Since then officers have become aware of two events planned to take place in The Parade between Bentine Lane and Rickmansworth Road on behalf of local charities. These events could have benefited from charity cash collections but these are not currently permitted within this area. When originally drafted the current policy limited cash collections in this area to avoid any conflict with the events programme. It is however now evident that limited collections in this area could support use of the event space as well as benefitting local and nationally recognised charitable causes
- 3.3 Officers would recommend two amendments to collections allowed within the event space area to allow a flexible policy that continues to support charities without over burdening the town centre.
- 3.4 Firstly, an amendment to allow street cash collections as part of organised events recognised or supported by the council. Secondly, up to two cash collectors at any one time for collections of local and national significance, for example the Royal British Legion's Poppy Appeal. These collections to be approved by the Licensing teams manager, Section Head or Head of Service.
- 3.5 This proposal will maintain the slight distinction between that part of the town centre and other areas by only having charitable collections when specific council-supported or recognised events take place but not for other ad-hoc type collections that will be found in other areas of the town.
- 3.6 The complete proposed policy is included at appendix I with amendments shown in bold.

### 4.0 IMPLICATIONS

#### 4.1 Financial

- 4.1.1 The Shared Director of Finance comments that there are no financial implications arising from this report; no fee is chargeable to apply for a street collection permit and there is likely to be a very small additional workload.

#### 4.2 Legal Issues (Monitoring Officer)

- 4.2.1 The Head of Democracy and Governance comments that no legal issues have been identified in this report.

#### 4.3 Potential Risks

Potential Risk	Likelihood	Impact	Overall score
Events unable to take place if policy is not amended	2	2	4
<i>Those risks scoring 9 or above are considered significant and will need specific attention in project management. They will also be added to the service's Risk Register.</i>			

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Appendices

Appendix 1 – Proposed amended street collection policy

Background Paper

No papers were used in the preparation of this report.

File Reference

None