

**Democratic Services Section
Legal and Civic Services Department
Belfast City Council
City Hall
Belfast
BT1 5GS**



**Belfast
City Council**

10th April, 2025

MEETING OF THE LICENSING COMMITTEE

Dear Alderman/Councillor,

The above-named Committee will meet in the Lavery Room, City Hall and via Microsoft Teams on Wednesday, 16th April, 2025 at 5.15 pm, for the transaction of the business noted below.

You are requested to attend.

Yours faithfully,

John Walsh

Chief Executive

AGENDA:

1. Routine Matters

- (a) Apologies
- (b) Minutes
- (c) Declarations of Interest

2. Delegated Matters

- (a) Houses in Multiple Occupation (HMO) Licences Issued Under Delegated Authority (Pages 1 - 4)
- (b) Licences Issued Under Delegated Authority (Pages 5 - 10)
- (c) Restricted Item - Addendum report relating to an application for a Renewal Licence to operate a House of Multiple Occupation for 60 Sandymount Street (Pages 11 - 76)

- (d) Restricted Item - Addendum report relating to an application for a Renewal Licence to operate a House of Multiple Occupation for 29 Colenso Parade (Pages 77 - 144)
- (e) Application for a New Licence to operate a House of Multiple Occupation for 27 St Ives Gardens (Pages 145 - 172)

3. **Non-Delegated Matters**

- (a) Motion: Harm Reduction Campaign (Pages 173 - 174)
- (b) Revised Amusement Permit Policy (Pages 175 - 210)
- (c) Review of Street Trading Licence Fees (Pages 211 - 226)



Subject:	Houses in Multiple Occupation (HMO) Licences Issued Under Delegated Authority
Date:	16 April 2025
Reporting Officer:	Kevin Bloomfield, NIHMO Manager
Contact Officers:	Kevin Bloomfield, NIHMO Manager Helen Morrissey, City Protection Manager

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	Under the Scheme of Delegation, the Director of City & Neighbourhood Services Department is responsible for exercising all powers in relation to the issue and variation, but not refusal, of HMO Licences, excluding provisions relating to the issue of HMO Licences where adverse representations have been made. Those applications which were dealt with under the Scheme are listed below.
2.0	Recommendations
2.1	The Committee is requested to note the applications that have been issued under the Scheme of Delegation during March 2025.

3.0	Main report																																																																																																																						
	<u>Key Issues</u>																																																																																																																						
3.1	Under the terms of the Houses in Multiple Occupation Act (Northern Ireland) 2016 the following HMO Licences were issued during March 2025.																																																																																																																						
	<table> <tr> <th>Premise Name</th><th>Licensee</th><th>Ward</th><th>Housing Management Areas (HMAs)</th><th>Licence type</th></tr> <tr> <td>Apartment 1, 100 Fitzroy Avenue</td><td>SOBE Developments Limited</td><td>CENTRAL</td><td>HOLYLAND HMO 2/22</td><td>Renewal Application</td></tr> <tr> <td>14 Ulsterville Gardens</td><td>Mr Alyn McKee</td><td>WINDSOR</td><td>ULSTERVILLE HMO 2/21</td><td>Renewal Application</td></tr> <tr> <td>74 Palestine Street</td><td>Mr Niall Diamond</td><td>CENTRAL</td><td>HOLYLAND HMO 2/22</td><td>Renewal Application</td></tr> <tr> <td>Flat 1, 44 College Park Avenue</td><td>Mr James McGovern</td><td>CENTRAL</td><td>HOLYLAND HMO 2/22</td><td>Renewal Application</td></tr> <tr> <td>Flat 2, 44 College Park Avenue</td><td>Mr James McGovern</td><td>CENTRAL</td><td>HOLYLAND HMO 2/22</td><td>Renewal Application</td></tr> <tr> <td>Flat 3, 19 India Street</td><td>CATHERWOOD ESTATES (BELFAST) LIMITED</td><td>CENTRAL</td><td>HOLYLAND HMO 2/22</td><td>Renewal Application</td></tr> <tr> <td>36 Jerusalem Street</td><td>Mr Gerry Finnegan</td><td>CENTRAL</td><td>HOLYLAND HMO 2/22</td><td>Renewal Application</td></tr> <tr> <td>28 Penrose Street</td><td>Mr Alphonsus McConnell</td><td>CENTRAL</td><td>HOLYLAND HMO 2/22</td><td>Renewal Application</td></tr> <tr> <td>Flat 4 82 Fitzroy Avenue</td><td>Mr Paul McKeown</td><td>CENTRAL</td><td>HOLYLAND HMO 2/22</td><td>Renewal Application</td></tr> <tr> <td>Flat 1 82 Fitzroy Avenue</td><td>Mr Paul McKeown</td><td>CENTRAL</td><td>HOLYLAND HMO 2/22</td><td>Renewal Application</td></tr> <tr> <td>Flat 3, 82 Fitzroy Avenue</td><td>Mr Paul McKeown</td><td>CENTRAL</td><td>HOLYLAND HMO 2/22</td><td>Renewal Application</td></tr> <tr> <td>Flat 2 82 Fitzroy Avenue</td><td>Mr Paul McKeown</td><td>CENTRAL</td><td>HOLYLAND HMO 2/22</td><td>Renewal Application</td></tr> <tr> <td>12 Pretoria Street</td><td>Mr Thomas Muldoon</td><td>CENTRAL</td><td>STRANMILLIS HMO 2/19</td><td>Renewal Application</td></tr> <tr> <td>9 Ulsterville Gardens</td><td>Mr Ronan Lambon</td><td>WINDSOR</td><td>ULSTERVILLE HMO 2/21</td><td>New Application</td></tr> <tr> <td>14 Camden Street</td><td>Mr Michael Magee</td><td>WINDSOR</td><td>FITZWILLIAM HMO 2/10</td><td>Renewal Application</td></tr> <tr> <td>1 St Albans Gardens</td><td>Ms Mary-Clare Sinclair</td><td>STRANMILLIS</td><td>SANDYMOUNT HMO 2/17</td><td>Renewal Application</td></tr> <tr> <td>Flat 2, 75 Fitzroy Avenue</td><td>Mr Paul McKeown</td><td>CENTRAL</td><td>HOLYLAND HMO 2/22</td><td>Renewal Application</td></tr> <tr> <td>Flat 3, 75 Fitzroy Avenue</td><td>Mr Paul McKeown</td><td>CENTRAL</td><td>HOLYLAND HMO 2/22</td><td>Renewal Application</td></tr> <tr> <td>Flat 4, 75 Fitzroy Avenue</td><td>Mr Paul McKeown</td><td>CENTRAL</td><td>HOLYLAND HMO 2/22</td><td>Renewal Application</td></tr> <tr> <td>Flat 2, 72 Cromwell Road</td><td>Dr James Kerlin</td><td>CENTRAL</td><td>HOLYLAND HMO 2/22</td><td>Renewal Application</td></tr> <tr> <td>6 Elaine Street</td><td>Dr Joanne Harron</td><td>CENTRAL</td><td>STRANMILLIS HMO 2/19</td><td>Renewal Application</td></tr> <tr> <td>Flat 1, 14 Cromwell Road</td><td>Mr Patrick McKillop</td><td>CENTRAL</td><td>HOLYLAND HMO 2/22</td><td>Renewal Application</td></tr> </table>				Premise Name	Licensee	Ward	Housing Management Areas (HMAs)	Licence type	Apartment 1, 100 Fitzroy Avenue	SOBE Developments Limited	CENTRAL	HOLYLAND HMO 2/22	Renewal Application	14 Ulsterville Gardens	Mr Alyn McKee	WINDSOR	ULSTERVILLE HMO 2/21	Renewal Application	74 Palestine Street	Mr Niall Diamond	CENTRAL	HOLYLAND HMO 2/22	Renewal Application	Flat 1, 44 College Park Avenue	Mr James McGovern	CENTRAL	HOLYLAND HMO 2/22	Renewal Application	Flat 2, 44 College Park Avenue	Mr James McGovern	CENTRAL	HOLYLAND HMO 2/22	Renewal Application	Flat 3, 19 India Street	CATHERWOOD ESTATES (BELFAST) LIMITED	CENTRAL	HOLYLAND HMO 2/22	Renewal Application	36 Jerusalem Street	Mr Gerry Finnegan	CENTRAL	HOLYLAND HMO 2/22	Renewal Application	28 Penrose Street	Mr Alphonsus McConnell	CENTRAL	HOLYLAND HMO 2/22	Renewal Application	Flat 4 82 Fitzroy Avenue	Mr Paul McKeown	CENTRAL	HOLYLAND HMO 2/22	Renewal Application	Flat 1 82 Fitzroy Avenue	Mr Paul McKeown	CENTRAL	HOLYLAND HMO 2/22	Renewal Application	Flat 3, 82 Fitzroy Avenue	Mr Paul McKeown	CENTRAL	HOLYLAND HMO 2/22	Renewal Application	Flat 2 82 Fitzroy Avenue	Mr Paul McKeown	CENTRAL	HOLYLAND HMO 2/22	Renewal Application	12 Pretoria Street	Mr Thomas Muldoon	CENTRAL	STRANMILLIS HMO 2/19	Renewal Application	9 Ulsterville Gardens	Mr Ronan Lambon	WINDSOR	ULSTERVILLE HMO 2/21	New Application	14 Camden Street	Mr Michael Magee	WINDSOR	FITZWILLIAM HMO 2/10	Renewal Application	1 St Albans Gardens	Ms Mary-Clare Sinclair	STRANMILLIS	SANDYMOUNT HMO 2/17	Renewal Application	Flat 2, 75 Fitzroy Avenue	Mr Paul McKeown	CENTRAL	HOLYLAND HMO 2/22	Renewal Application	Flat 3, 75 Fitzroy Avenue	Mr Paul McKeown	CENTRAL	HOLYLAND HMO 2/22	Renewal Application	Flat 4, 75 Fitzroy Avenue	Mr Paul McKeown	CENTRAL	HOLYLAND HMO 2/22	Renewal Application	Flat 2, 72 Cromwell Road	Dr James Kerlin	CENTRAL	HOLYLAND HMO 2/22	Renewal Application	6 Elaine Street	Dr Joanne Harron	CENTRAL	STRANMILLIS HMO 2/19	Renewal Application	Flat 1, 14 Cromwell Road	Mr Patrick McKillop	CENTRAL	HOLYLAND HMO 2/22	Renewal Application
Premise Name	Licensee	Ward	Housing Management Areas (HMAs)	Licence type																																																																																																																			
Apartment 1, 100 Fitzroy Avenue	SOBE Developments Limited	CENTRAL	HOLYLAND HMO 2/22	Renewal Application																																																																																																																			
14 Ulsterville Gardens	Mr Alyn McKee	WINDSOR	ULSTERVILLE HMO 2/21	Renewal Application																																																																																																																			
74 Palestine Street	Mr Niall Diamond	CENTRAL	HOLYLAND HMO 2/22	Renewal Application																																																																																																																			
Flat 1, 44 College Park Avenue	Mr James McGovern	CENTRAL	HOLYLAND HMO 2/22	Renewal Application																																																																																																																			
Flat 2, 44 College Park Avenue	Mr James McGovern	CENTRAL	HOLYLAND HMO 2/22	Renewal Application																																																																																																																			
Flat 3, 19 India Street	CATHERWOOD ESTATES (BELFAST) LIMITED	CENTRAL	HOLYLAND HMO 2/22	Renewal Application																																																																																																																			
36 Jerusalem Street	Mr Gerry Finnegan	CENTRAL	HOLYLAND HMO 2/22	Renewal Application																																																																																																																			
28 Penrose Street	Mr Alphonsus McConnell	CENTRAL	HOLYLAND HMO 2/22	Renewal Application																																																																																																																			
Flat 4 82 Fitzroy Avenue	Mr Paul McKeown	CENTRAL	HOLYLAND HMO 2/22	Renewal Application																																																																																																																			
Flat 1 82 Fitzroy Avenue	Mr Paul McKeown	CENTRAL	HOLYLAND HMO 2/22	Renewal Application																																																																																																																			
Flat 3, 82 Fitzroy Avenue	Mr Paul McKeown	CENTRAL	HOLYLAND HMO 2/22	Renewal Application																																																																																																																			
Flat 2 82 Fitzroy Avenue	Mr Paul McKeown	CENTRAL	HOLYLAND HMO 2/22	Renewal Application																																																																																																																			
12 Pretoria Street	Mr Thomas Muldoon	CENTRAL	STRANMILLIS HMO 2/19	Renewal Application																																																																																																																			
9 Ulsterville Gardens	Mr Ronan Lambon	WINDSOR	ULSTERVILLE HMO 2/21	New Application																																																																																																																			
14 Camden Street	Mr Michael Magee	WINDSOR	FITZWILLIAM HMO 2/10	Renewal Application																																																																																																																			
1 St Albans Gardens	Ms Mary-Clare Sinclair	STRANMILLIS	SANDYMOUNT HMO 2/17	Renewal Application																																																																																																																			
Flat 2, 75 Fitzroy Avenue	Mr Paul McKeown	CENTRAL	HOLYLAND HMO 2/22	Renewal Application																																																																																																																			
Flat 3, 75 Fitzroy Avenue	Mr Paul McKeown	CENTRAL	HOLYLAND HMO 2/22	Renewal Application																																																																																																																			
Flat 4, 75 Fitzroy Avenue	Mr Paul McKeown	CENTRAL	HOLYLAND HMO 2/22	Renewal Application																																																																																																																			
Flat 2, 72 Cromwell Road	Dr James Kerlin	CENTRAL	HOLYLAND HMO 2/22	Renewal Application																																																																																																																			
6 Elaine Street	Dr Joanne Harron	CENTRAL	STRANMILLIS HMO 2/19	Renewal Application																																																																																																																			
Flat 1, 14 Cromwell Road	Mr Patrick McKillop	CENTRAL	HOLYLAND HMO 2/22	Renewal Application																																																																																																																			

Flat 1, 75 Fitzroy Avenue	Mr Paul McKeown	CENTRAL	HOLYLAND HMO 2/22	Renewal Application
40 Sandymount Street	University Area Properties Ltd	STRANMILLIS	SANDYMOUNT HMO 2/17	Renewal Application
Flat 2, 119 University Avenue	Mr Anthony Curry	CENTRAL	HOLYLAND HMO 2/22	Renewal Application
25 Rathdrum Street	Mr Graeme Hanna	WINDSOR	ADELAIDE HMO 2/01	Renewal Application
70 Sandymount Street	Mr Harry McGrath	STRANMILLIS	SANDYMOUNT HMO 2/17	Renewal Application
78 Rugby Road	Mr Richard Crane	CENTRAL	HOLYLAND HMO 2/22	Renewal Application
Flat 3, 44 Magdala Street	POSITIVE PROPERTIES (NI) LTD	CENTRAL	HOLYLAND HMO 2/22	Renewal Application
Flat 3, 49 Malone Avenue	MOUNT CHARLES INVESTMENTS LIMITED	WINDSOR	EGLANTINE HMO 2/09	New Application
Flat 1, 84 Malone Avenue	MOUNT CHARLES INVESTMENTS LIMITED	WINDSOR	EGLANTINE HMO 2/09	New Application
Flat 2, 49 Malone Avenue	MOUNT CHARLES INVESTMENTS LIMITED	WINDSOR	EGLANTINE HMO 2/09	New Application
Flat 1, 49 Malone Avenue	MOUNT CHARLES INVESTMENTS LIMITED	WINDSOR	EGLANTINE HMO 2/09	New Application
Flat 2, 84 Malone Avenue	MOUNT CHARLES INVESTMENTS LIMITED	WINDSOR	EGLANTINE HMO 2/09	New Application
Flat 3, 84 Malone Avenue	MOUNT CHARLES INVESTMENTS LIMITED	WINDSOR	EGLANTINE HMO 2/09	New Application
13 Agincourt Avenue	Mr Darren Gribben	CENTRAL	HOLYLAND HMO 2/22	New Application
3 Ulsterville Gardens	Mr Ronan Lambon	WINDSOR	ULSTERVILLE HMO 2/21	Renewal Application
Flat 3, 13 Ireton Street	GLENBURN ESTATES LTD	CENTRAL	HOLYLAND HMO 2/22	Renewal Application
49 Candahar Street	Miss Claire Bell	ORMEAU	BALLYNAFEIGH HMO 2/03	New Application
Flat 3, 40 Cromwell Road	TULLYQUIN PROPERTIES LIMITED	CENTRAL	HOLYLAND HMO 2/22	Renewal Application
Apartment 2, 8 Lisburn Avenue	Mr John Donnelly	WINDSOR	ADELAIDE HMO 2/01	Renewal Application
40 Dunluce Avenue	Mr Liam Young	WINDSOR	ULSTERVILLE HMO 2/21	Renewal Application
117 Dunluce Avenue	Mr Niall Greenan Jnr	WINDSOR	ULSTERVILLE HMO 2/21	Renewal Application
Flat 2, 17 Ireton Street	Mr Mervyn Weir	CENTRAL	HOLYLAND HMO 2/22	Renewal Application

	10 Landseer Street	Ms Maria Murray	CENTRAL	STRANMILLIS HMO 2/19	Renewal Application
	Flat 3, 17 Ireton Street	Mr Mervyn Weir	CENTRAL	HOLYLAND HMO 2/22	Renewal Application
	Flat 1, 17 Ireton Street	Mr Mervyn Weir	CENTRAL	HOLYLAND HMO 2/22	Renewal Application
	24 Broadway	PAFI INVESTMENTS LTD	FALLS	NONE	New Application
	70 Sandhurst Drive	BERTNET RESIDENTIAL LIMITED	STRANMILLIS	STRANMILLIS HMO 2/19	New Application

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2

3.2

None

3.3

3.3

There are no issues associated with this report.

3.2



Subject:	Licences Issued Under Delegated Authority
Date:	16 April 2025
Reporting Officer:	Kate Bentley, Director of Planning & Building Control, ext. 2300
Contact Officer:	Laura Hillis, Principal Building Control Surveyor, Ext. 2469

Restricted Reports

Is this report restricted?

Yes

☐

No

☒

Please indicate the description, as listed in Schedule 6, of the exempt information by virtue of which the council has deemed this report restricted.

Insert number

1. Information relating to any individual
2. Information likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including the council holding that information)
4. Information in connection with any labour relations matter
5. Information in relation to which a claim to legal professional privilege could be maintained
6. Information showing that the council proposes to (a) to give a notice imposing restrictions on a person; or (b) to make an order or direction
7. Information on any action in relation to the prevention, investigation or prosecution of crime

If Yes, when will the report become unrestricted?

After Committee Decision

After Council Decision

Sometime in the future

Never

☐
☐
☐
☐

Call-in

Is the decision eligible for Call-in?

Yes

☒

No

☐

1.0	Purpose of Report or Summary of main Issues		
1.1	Under the Scheme of Delegation, the Director of Planning and Building Control is responsible for exercising all powers in relation to the issue, but not refusal, of Permits and Licences, excluding provisions relating to the issue of Licences where adverse representations have been made.		
2.0	Recommendations		
2.1	The Committee is requested to note the applications that have been issued under the Scheme of Delegation.		
3.0	Main report		
3.1	<u>Key Issues</u>		
	Under the terms of the Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1985 the following Entertainments Licences were issued since your last meeting.		
	Premises and Location	Type of Application	Applicant
	Ardoyne Community Centre, 40 Herbert Street, Belfast, BT14 7FE.	Renewal	Ms Catherine Taggart, Belfast City Council
	Ballyhackamore Working Mens Club, 1A Sandown Road, Belfast, BT5 6GT.	Renewal	Mr Alan Millford
	Becketts Bar, 242 Stewartstown Road, Dunmurry, Belfast, BT17 0LA.	Renewal	Mr Gerard Donnelly, Becketts Bar Ltd
	Bootleggers, 46 Church Lane, Belfast, BT1 4QN.	Renewal	Mr Christopher Wolsey, Quay Street Merchants Ltd
	Bullitt Hotel, 40A Church Lane, Belfast, BT1 4QN.	Renewal	Mr James Sinton, Bullitt Trading Ltd
	Catch My Pal Billiards & Snooker Club, 191 Kingsway, Belfast, BT17 9RY.	Renewal	Mr Samuel Brown
	Cregagh Sports Club, 3 Gibson Park Avenue, Belfast, BT6 9GL.	Renewal	Mr David Cochrane
	Falls Bowling Pavilion, Falls Park, Falls Road, Belfast, BT12 6AN.	Renewal	Mr Stephen Leonard, Belfast City Council
	Hannahstown Community Centre, 23 Hannahstown Hill, Belfast, BT17 0LT.	Renewal	Mr Jim Ferguson, Hannahstown Community Association
Hilton Hotel Belfast, 4 Lanyon Place, Belfast, BT1 3LP.	Renewal	Mr Mark Walker, Padox Belfast Ltd	
House, 59-63 Botanic Avenue, Belfast, BT7 1JL.	Renewal	Mr Aaron Lilley, Botanic Way Ltd	

3.2	Ligoniel Community Centre, 144 Ligoniel Road, Belfast, BT14 8DT.	Renewal	Ms Catherine Taggart, Belfast City Council
	Premises and Location	Type of Application	Applicant
	McEnaneys, 1 Glen Road, Belfast, BT11 8BA.	Grant	Mr Anthony Donnelly, Cal Inns Ltd
	McLaughlin's Bar, 147-153 Antrim Road, Belfast, BT15 2GW.	Renewal	Mr Kieran McGuigan, McGuiginns Ltd
	Mountainview Social Club, 8 Enfield Street, Belfast, BT13 3DH.	Renewal	Mr William Mc Donald
	National Football Stadium, Windsor Park, Donegall Avenue, Belfast, BT12 6LU.	Renewal	Ms Anita Hamilton, Irish Football Association
	NICSSA Sport and Leisure, Stormont Estate, Upper Newtownards Road, Belfast, BT4 3TA .	Renewal	Mr Kieran Devlin
	QUB, The Tower & Peter Froggart Cent, 7-9 College Park East, Belfast, BT7 1PS.	Grant	Mr Charles Daley, Queens University Belfast
	Red Devil Bar, 194-198 Falls Road, Belfast, BT12 6AG.	Renewal	Mr Martin Rooney, EMC Properties NI Ltd
	Rosemary Presbyterian Church Hall, 19 North Circular Road, Belfast, BT15 5HB.	Renewal	Mr Roy Eakin
	St Comgalls, Divis Street, Belfast, BT12 4AQ.	Renewal	Mr Gerry McConville, Falls Community Council
	Teal Monkey, 89 Dublin Road, Belfast, BT2 7HF.	Renewal	Mr Eamonn Trainor, Havana Grill (NI) Ltd
	The Points, 44 Dublin Road, Belfast, BT2 7HN.	Renewal	Ms Catherine McCrory, td
	The Sanctuary Theatre, Mountpottinger NSP Church, 1a Castlereagh Street, Belfast, BT5 4NE.	Renewal & Variation	Mr Trevor Gill, The Bright Umbrella Drama Co
	Town Square, 12-13 Lower Crescent, Belfast, BT7 1NR.	Renewal	Mr Ben Ringland, Victoria 1 Ltd
3.3	Under the terms of the Betting, Gaming, Lotteries and Amusements (Northern Ireland) Order 1985 no Amusement Permits were issued since your last meeting.		
3.4	Under the terms of the Cinemas (Northern Ireland) Order 1991 no Cinema Licences were issued since your last meeting.		
	Under the terms of the Petroleum Consolidation Act 1929 the following Petroleum Licences were issued since your last meeting.		
	Premises and Location	Type of Application	Applicant
	Cherryvalley Filling Station, 46 Gilnahirk Road, Belfast, BT5 7DG.	Renewal	Mr Alan Armstrong, Henderson Retail Ltd

3.5

Clifton Street Service Station, 38-44 Clifton Street, Belfast, BT13 1AA.	Renewal	Mr Feargal Woods, Wood Stores NI Ltd
Premises and Location	Type of Application	Applicant
Fortwilliam Service Station, 452 Antrim Road, Belfast, BT15 5GB.	Grant	Mr Mark Nelson, Lislea Retail Ltd
Sainsburys Filling Station, 564-568 Falls Road, Belfast, BT11 9AE.	Renewal	Ms Kathryn Park, Sainsbury's Supermarkets Ltd
Tesco Petrol Filling Station, Knocknagoney Road, Belfast, BT4 2PW.	Renewal	Mr Arkan Kuldip, Tesco stores Ltd

Under the terms of the Street Trading Act (Northern Ireland) 2001 the following Street Trading Licences were issued since your last meeting.

Location	Type of Application	Commodity	Hours Licensed	Applicant
Dargan Crescent at Musgrave cash and carry, Belfast.	Grant Stationary	Hot & cold food & beverages	Mon – Fri 07:00 – 16:00	Mr Piers Milligan
LNZ 9319, Dunmurry, Twinbrook and Poleglass, Ardoyne, Suffolk, Turf Lodge, Ballymurphy and Falls	Grant Mobile	Cold beverages, confectionary, ice cream	Mon – Fri 07:00 – 16:00	Mr Anthony Mc Vickers
R99 EER, Falls, Ballymurphy, Turf Lodge, Ladybrook, Andersonstown	Renewal Mobile	Cold beverages, confectionary, ice cream	Mon – Fri 07:00 – 16:00	Mr Robert Joseph Morelli (jnr)
R999 EER, Ligoniel, Glencairns, Ardoyne, Oldpark, Ormeau	Renewal Mobile	Cold beverages, confectionary, ice cream	Mon – Fri 12:00 – 19:00	Mr Robert William Morelli
Writer's Square, Belfast.	Grant Stationary	Hot & cold food & beverages	Sun – Sat 09:00 – 21:00	Mr Gary Quinn, Taquitos Ltd

Under the terms of the Road Traffic Regulation (Northern Ireland) Order 1997 the following Road Closure Orders were issued since your last meeting.

Location	Type of Activity	Date and Hours permitted	Applicant
Academy Street, Exchange Street	Festival	17 March 2025 06:00 – 21:00	Ms Patricia Murray
Annadale Embankment, Stranmillis Embankment	5K Road Race	2 April 2025 18:30 – 20:30	Ms Reid
University Square Mews	Filming	4 March 2025 17:00 – 24:00	Mr Huffam

Under the terms of the Licensing of Pavement Cafés Act (Northern Ireland) 2014 the following Pavement Café Licences were issued since your last meeting.

Premises and Location	Type of Application	Applicant
-----------------------	---------------------	-----------

3.6

3.7

	Harlem Cafe, 34 Bedford Street, Belfast, BT2 7FF.	Grant	Mr Igor Toth, Harlem Café Ltd
	Premises and Location	Type of Application	Applicant
	Starbucks, 2 Castle Lane, Belfast, BT1 5DA.	Grant	Ms Denyce Hyland, Ritcin Ltd
	Starbucks, 24 Great Victoria Street, Belfast, BT2 7BA.	Grant	Ms Denyce Hyland, Ritcin Ltd
	Starbucks, Castle Court Shopping Centre, 56A Royal Avenue, Belfast, BT1 1DD.	Grant	Ms Denyce Hyland, Ritcin Ltd
	Starbucks, Moneda House, 25-27 Wellington Place, Belfast, BT1 6DG.	Grant	Ms Denyce Hyland, Ritcin Ltd
	The Mermaid Inn, 5-11 Wilson's Court, Belfast, BT1 4DQ.	Grant	Mr Vincent McKenna
	The Monico Bars, 17 Lombard Street, Belfast, BT1 1RB.	Grant	Mr Padraic Brennan, Pacon Inns Ltd
	The Thirsty Goat Bar & 21 Social, 1 Hill Street, Belfast, BT1 2LA.	Grant	Mr Henry Downey
	Yolo Cafe, 15 Lombard Street, Belfast, BT1 1RB.	Grant	Ms Wei Sung, Yolo Cafe Ltd
3.8	<u>Financial & Resource Implications</u>		
	None.		
3.9	<u>Equality or Good Relations Implications/Rural Needs Assessment</u>		
	There are no issues associated with this report.		

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3, 6, 7 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3, 6, 7 of Part 1 of Schedule 6
of the Local Government Act (Northern Ireland) 2014.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3, 6, 7 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3, 6, 7 of Part 1 of Schedule 6
of the Local Government Act (Northern Ireland) 2014.

Document is Restricted

This page is intentionally left blank



Belfast
City Council

LICENSING COMMITTEE

Subject:	Application for a New Licence to operate a House of Multiple Occupation for 27 St Ives Gardens, Belfast, BT9 5DN
Date:	16 April 2025
Reporting Officer:	Kevin Bloomfield HMO Unit Manager
Contact Officer:	Kevin Bloomfield HMO Unit Manager Nora Largey City Solicitor,

Restricted Reports

Is this report restricted?

Yes

☐

No

☒

Please indicate the description, as listed in Schedule 6, of the exempt information by virtue of which the council has deemed this report restricted.

Insert number

1. Information relating to any individual
2. Information likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including the council holding that information)
4. Information in connection with any labour relations matter
5. Information in relation to which a claim to legal professional privilege could be maintained
6. Information showing that the council proposes to (a) to give a notice imposing restrictions on a person; or (b) to make an order or direction
7. Information on any action in relation to the prevention, investigation or prosecution of crime

If Yes, when will the report become unrestricted?

After Committee Decision

After Council Decision

Sometime in the future

Never

☐
☐
☐
☐

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="checked" type="checkbox"/> x No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues			
1.1	To consider an application for a Licence permitting the use of premises as a House in Multiple Occupation (HMO).			
	Premises	Application No.	Applicant(s)	Managing Agents
	27 St Ives Gardens, Belfast, BT9 5DN	12003	Mrs Carmel McKeown	Mr Ian McKeown
	Members are reminded that licences are issued for a 5-year period with standard conditions. Where it is considered necessary to do so, the Committee can also impose special conditions.			
2.0	Recommendations			
2.1	Taking into account the information presented Committee is asked to hear from the Applicant and make a decision to either:			
	<div>(i) Grant the application, with or without any special conditions; or</div> <div>(ii) Refuse the application.</div>			
	<u>Notice of proposed decision</u>			
2.2	On the 19 March 2025, pursuant to Paragraph 9 of Schedule 2 of the Houses in Multiple Occupation Act (Northern Ireland) 2016 (“the 2016 Act”), officers issued a Notice of Proposed Decision. Appendix 2			
3.0	Particulars of the application			
	<u>Background</u>			
3.1	The property had the benefit of an HMO licence issued by the Council with a start date of 25 June 2020 and an expiry date of the 25 June 2025 in the names of Mr. Ian McKeown and Mrs. Carmel McKeown.			
3.2	The ownership of the property transferred to Ms. Anita McKeown with an assignment date of the 1 October 2024. Appendix 3			
3.3	In accordance with section 28(2) of the 2016 Act the licence granted to Mr. Ian McKeown and Mrs. Carmel McKeown ceased to have effect on the date of transfer.			
3.4	Ownership of the property reverted back from Ms. Anita McKeown to Mrs. Carmel McKeown on the 29 November 2024. Appendix 4			
3.5	An application for a new HMO licence was received from Mrs. Carmel McKeown on the 13 January 2025			

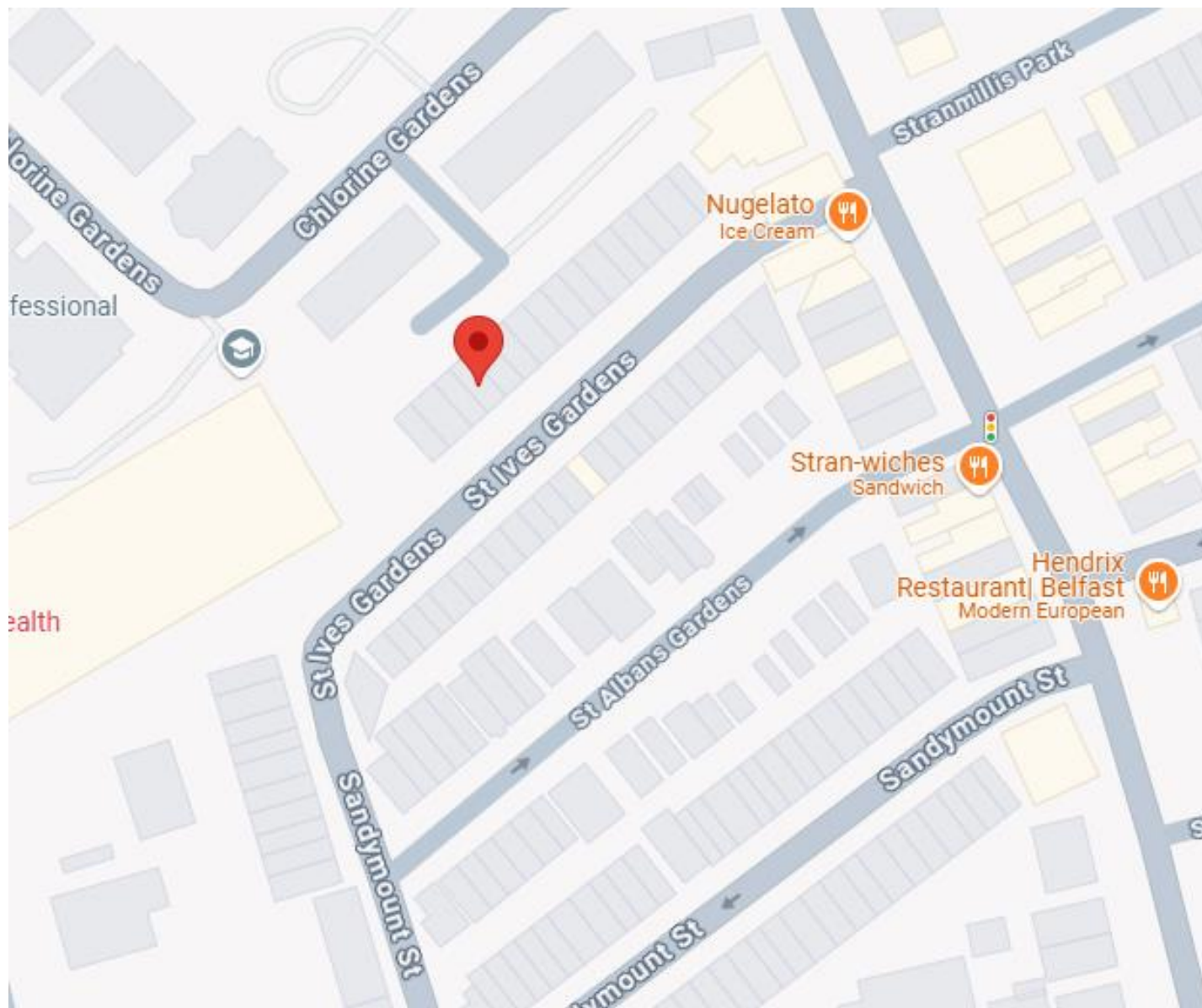
3.6	<p>A temporary exemption notice “TEN” was applied for on the 18 February 2025 and subsequently granted on the 27 February 2025</p> <p><u>Key Issues</u></p>
3.7	<p>Pursuant to the 2016 Act, the Council may only grant a licence if it is satisfied that:</p> <ul style="list-style-type: none"> a) the occupation of the living accommodation as an HMO would not constitute a breach of planning control; b) the owner, and any managing agent of it, are fit and proper persons; c) the proposed management arrangements are satisfactory; d) the granting of the licence will not result in overprovision of HMOs in the locality; e) the living accommodation is fit for human habitation and— <ul style="list-style-type: none"> (i) is suitable for occupation as an HMO by the number of persons to be specified in the licence, or (ii) can be made so suitable by including conditions in the licence. <p><u>Planning</u></p>
3.8	<p>As this is a new application the Council’s Planning Service was consulted. It confirmed that a Certificate of Lawful Existing Use or Development (“CLEUD”) was granted on 06 December 2018 with the planning reference LA04/2018/2619/LDE.</p> <p><u>Fitness</u></p>
3.9	<p>When considering the fitness of an applicant the Council must have regard to any offences concerning fraud/ dishonesty, violence, drugs, human trafficking, firearms, sexual offences, unlawful discrimination in, or in connection with, the carrying on of any business; or any provision of the law relating to housing or of landlord and tenant law. It also permits the Council to take into account any other matter which the council considers to be relevant.</p>
3.10	<p>The NIHMO Unit has consulted with the following units within the Council’s City and Neighbourhood Services Department –</p> <ul style="list-style-type: none"> (a) Environmental Protection Unit (“EPU”) - who have confirmed that in relation to night-time noise there has been no relevant enforcement action required in respect of the HMO in the last 5 years, (b) Environmental Protection Unit (“EPU”) - who have confirmed that in relation to day-time noise there has been no relevant enforcement action required in respect of the HMO in the last 5 years, (c) Public Health and Housing Unit (“PHHU”) - who have confirmed that in relation to rubbish accumulation/filthy premises, there has been no relevant enforcement action required in respect of the HMO in the last 5 years, (d) Enforcement Unit (“EU”) - who have confirmed that in relation to litter and waste, there has been no relevant enforcement action required in respect of the HMO in the last 5 years,
3.11	<p>The EPU, PHHU and EU, solely in respect of their statutory functions, have confirmed that there are no relevant, previous convictions in respect of the Applicant, Managing Agent or occupants.</p>
3.12	<p>Officers are not aware of any other issues relevant to the fitness of the applicant or manager</p>

	<u>Overprovision</u>
3.13	For the purpose of Section 12(2) of the 2016 Act, the Council has determined the locality of the accommodation, 27 St Ives Gardens, Belfast, BT9 5DN as being Housing Management Areas (HMA) "HMA 2/17 Sandymount" as defined in the document Belfast City Council's Local Development Plan Strategy "2023 Strategy" which was formally adopted on the 2 May 2023.
3.14	Legal Services has advised that there is a clear requirement in section 8 of the 2016 Act upon the Council to be satisfied that the granting of a licence will not result in overprovision.
3.15	In making this decision the Council has had regard to: <ul style="list-style-type: none"> (a) the number and capacity of licensed HMOs in the locality (b) the need for housing accommodation in the locality and the extent to which HMO accommodation is required to meet that need.
3.16	To inform the Council in its consideration of the above provisions, the Council has taken account of the 2023 Strategy given that <i>"Nurturing sustainable and balanced communities is a fundamental aim of the LDP's housing policies."</i>
3.17	In particular, the Council has considered Policy HOU10:- <p>HOU10 states – <i>"Within designated HMAs, planning permission will only be granted for Houses in Multiple Occupation (HMOs) and/or flats/apartments where the total number of HMOs and flats/apartments combined would not as a result exceed 20% of all dwelling units within an HMA."</i></p> <p>(a) The number and capacity of licensed HMOs in the locality</p>
3.18	On the date of assessment, 19 March 2025, 76% of all dwelling units in policy area HMA 2/17 Sandymount was made up of HMOs and (intensive forms of accommodation) flats/apartments, which in turn exceeds the 20% development limit as set out at Policy HOU10. There are 109 (64%) licensed HMOs with a capacity of 472 persons in HMA 2/17 Sandymount. <p>(b) The need for housing accommodation in the locality and the extent to which HMO accommodation is required to meet that need.</p>
3.19	The total number of dwelling units in a HMA is measured by Ordnance Survey's Pointer database. There are a total of 171 dwelling units in HMA 2/17 Sandymount.
3.20	On the 19 March 2025 out of 223 premises available for rent within the BT9 area on the website PropertyNews.com there were 65 licensed HMOs containing 302 bedspaces. The HMO accommodation was available immediately until October 2025.
3.21	The fact that the use of the property as an HMO is permitted for planning purposes is a relevant consideration in determining whether the grant of this licence will result in overprovision.
3.22	The Council recognises that there is a need for intensive forms of housing and to meet this demand, HMOs are an important component of this housing provision. HMOs, alongside other accommodation options within the private rented sector, play an important role in meeting the

	housing needs of people who are single, who have temporary employment, students, low-income households and, more recently, migrant workers.
3.23	<p>In September 2017 the Housing Executive published the document “Housing Market Analysis Update – Belfast City Council Area” which states “HMOs form an important element of the PRS, particularly for younger people on low incomes and for single people, under the age of 35, affected by the limitation of housing benefit to the shared room rate. Anecdotal evidence also indicates that this has been a popular sector with migrant workers.”</p> <p>Students moving out of HMO accommodation.</p>
3.24	On the 7 December 2022 Ulster University Director of Campus Life told members of the Council’s City Growth and Regeneration Committee that there was an “increase in competition for HMO’s particularly from NIHE, Immigration Services and statutory agencies and there were increasing accommodation issues across the housing sector which required a holistic view and should include the consideration of international students, families and graduates looking for professional accommodation.”
3.25	However, QUB Director of Student Plus confirmed to members that the current trend indicated a significant move of students to purpose-built student accommodation blocks. She told members that there were 7,000 purpose built managed student accommodation (PBMSA) rooms in the city – the majority built since 2018 and approximately 5,000 in the city centre.
3.26	November 2023 monitoring information produced by the Council’s Planning Services for PBMSA indicates that 2055 bedspaces are currently under construction with an operational date of 2024, 92 bedspaces approved but construction hasn’t commenced and 1426 bedspaces going through the planning process.
3.27	With the continued expansion of the PBMSA sector and students transitioning from private rentals to PBMSAs, it is too early to tell whether the increased competition from non-students for HMOs is a temporary problem (which can be managed by the contraction in students residing in existing HMO accommodation within the locality) or evidence of an emerging long-term supply issue.
	Section 8(2)(d) of the 2016 Act
3.28	In assessing the number and capacity of licensed HMOs as well as the need for HMO accommodation in the locality, officers cannot be satisfied that the granting of the HMO licence will not result in overprovision of HMO accommodation in the locality of the accommodation for the purpose of section 8(2)(d) of the 2016 Act.
	<u>Objections</u>
3.29	No objections were received in relation to this application.
	<u>Attendance</u>
3.30	The owners of the HMO and/or their representatives will be available to discuss any matters relating to the licence application should they arise during your meeting.
	<u>Suitability of the premises</u>
3.31	The accommodation was inspected on the 6 March 2025 at which time it was found that the rear attic bedroom was below 6.5m ² , the accommodation otherwise complied with the physical standards for an HMO for 5 persons.

	<p><u>Notice of proposed decision</u></p> <p>3.32 On the 19 March 2025, pursuant to Paragraph 9 of Schedule 2 of the Houses in Multiple Occupation Act (Northern Ireland) 2016, Officers issued a Notice of Proposed Decision to the Applicant setting out the terms of the proposed licence. Appendix 2</p> <p>3.33 The Notice of Proposed Decision stated that the Council proposed to refuse the licence on the grounds of overprovision. A statement of reasons for the proposal was included in the Notice of Proposed Decision.</p> <p><u>Applicant's response</u></p> <p>3.34 On the 18 February 2025 correspondence was received from Comerton + Hill Solicitors on behalf of the applicant detailing the reason behind the transfer of ownership. Appendix 5</p> <p>3.35 On the 11 March 2025 officers responding to Comerton + Hill Solicitors stating that the current application from Mrs. Carmel McKeown is a new application and overprovision will be a material consideration</p>
4.0	Financial and Resource Implications
4.1	<p>None. The cost of assessing the application and officer inspections is provided for within existing budgets.</p> <p><u>Equality and Good Relations Implications</u></p>
4.2	There are no equality or good relations issues associated with this report.
5.0	Equality or Good Relations Implications / Rural Needs Assessment
5.1	There are no equality or good relations issues associated with this report.
6.0	Appendices – Documents Attached
	<p>Appendix 1 – Location Map Appendix 2 – Notice of Proposed Decision. Appendix 3 – Memorial to the register of deeds – 1 Oct 2024 Appendix 4 – Memorial to the register of deeds – 29 Nov 2024 Appendix 5 – Correspondence from Comerton + Hill Solicitors Appendix 6 – Officers response to Comerton + Hill Solicitors</p>

Appendix 1 – External Photograph and Location Map – 27 St Ives Gardens, Belfast, BT9 5DN



This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank



Subject:	Motion: Harm Reduction Campaign
Date:	16th April, 2025
Reporting Officer:	Kate Bentley, Director of Planning and Building Control
Contact Officer:	Kate Bentley, Director of Planning and Building Control

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	To consider a motion in relation to a Harm Reduction Campaign, which was referred to the Licensing Committee by the Standards and Business Committee at its meeting on 27th March.
2.0	Recommendations
2.1	The Committee is asked to <ul style="list-style-type: none"> Consider the motion and to take such action thereon as may be determined.
3.0	Main report
3.1	<u>Key Issues</u> The Standards and Business Committee referred the following motion, which was proposed by Councillor Smyth and seconded by Councillor de Faoite, in accordance with Standing Orders 13 (m) to (r), to the Licensing Committee for consideration:

3.2	<i>"This Council recognises the increasing harm associated with drug and alcohol misuse in Belfast, including rising drug-related deaths and the consequences of zero-tolerance policies. Following the successful harm reduction campaign launched in Bristol, in which it became the first harm reduction city in the UK, this Council commits to introducing a similar initiative in Belfast to promote safer nightlife practices."</i>
3.3	<i>It will seek to bring together stakeholders from across the night-time economy, including venues, promoters, the PHA, PSNI, community organisations and Belfast City Council. To develop city wide harm reduction messaging and educational materials/guides for venues to promote harm reduction strategies. As well as developing training resources, safety first policies and community engagement to reduce the stigma of substance misuse."</i>
3.4	Members are asked to note that, in accordance with Standing Orders, Notices of Motion which commit the Council to expenditure or fall within the remit of a particular Committee must be referred to the appropriate committee for its consideration.
3.5	It was deemed that the above motion fell within the remit of the Licensing Committee.
3.6	If the Committee so agrees, a subsequent report will be brought back to the Committee, outlining a detailed consideration of the Notice of Motion and any associated potential cost implications.
3.7	<u>Financial & Resource Implications</u> None.
3.8	<u>Equality or Good Relations Implications/Rural Needs Assessment</u> None associated with this report.
4.0	Appendices – Documents Attached
	None.



Subject:	Revised Amusement Permit Policy
Date:	16 April 2025
Reporting Officer:	Kate Bentley, Director of Planning & Building Control, ext. 2300
Contact Officer:	Laura Hillis, Principal Building Control Surveyor, ext. 2469

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	To advise Committee that amendments have been made to the Council's Amusement Permit policy and to seek permission to commence consultation on the amended policy.
2.0	Recommendations
2.1	Committee is asked to consider the amended Amusement Permit policy and, subject to any changes that Members deem necessary, agree that consultation be initiated on the policy.
3.0	Main report

	<u>Background</u>
3.1	The Committee is required to consider all applications for the grant of an Amusement Permit under the Betting, Gaming, Lotteries and Amusements (Northern Ireland) Order 1985 (the Order).
3.2	Members are advised that the Council agreed to the introduction of an Amusement Permit policy at their meeting of 1 May 2013.
3.3	The aim of the policy is to serve as a guide for Elected Members, Council officers, applicants and the wider public on applications for amusement permits in the Belfast City Council area. By outlining those matters which may be taken into account in determining an application for an amusement permit the policy is intended to introduce greater clarity, transparency and consistency to the decision-making process.
3.4	The need for the policy was highlighted by previous Court decisions on amusement permit applications. These demonstrated the need for the Council to make its position clear on the issues to be considered when deciding to grant or refuse an amusement permit application under the 1985 Order. Some of these issues, such as location, character and impact on neighbours/surrounding area often overlap with planning considerations.
3.5	The policy has been in operation since 2013 and is considered by Committee as part of the decision-making process in respect of every application for the grant of an amusement permit.
3.6	<p>The key objectives of the policy are to: -</p> <ol style="list-style-type: none"> 1. Promote the retail vibrancy and regeneration of Belfast; 2. Enhance the tourism and cultural appeal of Belfast by protecting its image and built heritage; 3. Support and safeguard residential communities in Belfast; 4. Protect children and vulnerable persons from being harmed or exploited by gambling; 5. Respect the need to prevent gambling from being a source of crime and disorder.
3.7	<p>To meet these policy objectives when determining amusement permit applications, the Council will assess each application on its own merits and will:</p> <ol style="list-style-type: none"> 1. have regard to the requirements set out in the 1985 Order; and 2. assess the suitability of the location for a proposed amusement arcade, which will typically be based on several assessment criteria set out in the policy. Namely the: - <ul style="list-style-type: none"> • Impact on the retail vitality of Belfast City; • Cumulative build-up of amusement arcades in a particular location; • Impact on the image and profile of Belfast; • Proximity to residential use; and • Proximity to schools, youth centres and residential institutions for vulnerable people.
	<u>Changes to the policy</u>
3.8	As with any policy of the Council it is important that it is reviewed and updated so that it can remain relevant.
3.9	A review of wording and terminology has taken place and quoted website links and references have been updated. Some parts of the policy have been reworded to make it easier to read and understand its meaning.

3.10	<p>While the main elements of the policy remain in place, they have been updated to take into account the following:</p> <ul style="list-style-type: none"> • changes in related policy and legislation, notably the Belfast Local Development Plan and its supplementary planning guidance; • court judgements in respect of the Permit Policy since 2013; and • general lessons learnt from the application of the policy.
3.11	Dr Tony Quinn of Braniff Associates, a consultant with experience of policy formulation and planning matters, helped formulate the initial policy and has been involved in updating the recent amended version before you for consideration.
3.12	The proposed policy changes have also been reviewed with Legal Services, King's Counsel and colleagues in the Planning Service.
3.13	Dr Quinn will be available at your meeting to answer any queries you may have in relation to the revised policy.
3.14	Subject to any amendments Members may require it is proposed that the revised draft Amusement Permit Policy be subject to consultation in line with normal Council procedures. Those consulted will include the Gaming Industry, Department for Communities, Department for Infrastructure Planning, Police Service of N. Ireland, CommunityNI on Gambling, Gamblers Anonymous Ireland and various interested parties and organisations.
4.0	<u>Financial and Resource Implications</u>
4.1	None associated with this report.
5.0	<u>Equality or Good Relations Implications/Rural Needs Assessment</u>
5.1	A review of the equality screening exercise undertaken in 2012 is being carried out and a full equality screening and rural needs assessment will be undertaken prior to consultation and implementation of the amended policy.
6.0	<u>Appendices – Documents Attached</u>
6.1	<p>Appendix 1 – Current Amusement Permit policy (May 2013)</p> <p>Appendix 2 – Proposed revised Amusement Permit policy.</p>

This page is intentionally left blank



Amusement Permit Policy





Introduction

To operate an amusement arcade a person must apply to Belfast City Council ('the Council') for an amusement permit. The Council is directly empowered to grant or refuse amusement permits in Belfast under the Betting, Gaming, Lotteries and Amusements (Northern Ireland) Order 1985 as amended, ('the 1985 Order').

This means that the Council issue amusement permits to premises, typically described as amusement arcades, which have 'amusement with prizes machines'. These types of machines are normally known as gaming machines. Except in the case of renewing amusement permits, applicants are normally required to first obtain planning permission for an amusement arcade before applying for an amusement permit.

What are gaming machines and amusement arcades?

A gaming machine (or amusement with prizes machine) means any machine which is used for playing a game of chance, by the insertion of money into it, with the aim of winning money. There are lower prize gaming machines and higher prize gaming machines. Use of the higher prize gaming machines is restricted to adults only (i.e. persons aged 18 or over). In Belfast, admittance to amusement arcades is usually restricted to adults because many premises only operate higher prize machines.

An amusement arcade is defined as premises which are being used wholly or mainly for amusement by gaming machines. The Council will normally deem this to be the case when there is at least one more gaming machine than the total number of all other types of machines or otherwise when it can be reasonably viewed that a substantial proportion of the business relates to the provision of gaming machines (more than de minimus)

Registered Clubs, bookmaking offices, commercial bingo clubs, public houses and licensed hotels are not required to have an amusement permit in order to have gaming machines, though other aspects of gambling legislation in Northern Ireland may apply to gaming machines in these establishments.

Aim and scope of policy –why does the Council need an amusement permit policy?

The overall aim of the amusement permit policy is to serve as a guide for Elected Members, Council officers, applicants and the wider public on applications for amusement permits in the Belfast City Council area. By outlining those matters which may be taken into account in determining an application for an amusement permit this policy has been developed to introduce greater clarity, transparency and consistency to the decision-making process.

The need for this policy was highlighted by previous Court decisions on amusement permit applications. These demonstrated the need for the Council to make its position clear on the issues to be considered when deciding to grant or refuse an amusement permit application under the 1985 Order. Some of these issues, such as location, structure, character and impact on neighbours and the surrounding area overlap with planning considerations. While the Council should be slow to differ from the views of the planning



authority, it is entitled to do so. In coming to its own decision, the Council is not bound to accept in its entirety the decision of the planning authority.

This policy is framed to be broadly consistent with regional planning guidance on amusement arcades and, at the same time, it is tailored to take into account local considerations particular to Belfast, including the location of existing amusement arcades in the City.

Whilst this policy strives to introduce greater certainty into decision-making on amusement permit applications, its contents do not prejudice the statutory power of the Council, under Article 111 of the 1985 Order, to consider any ground it deems reasonable to refuse to grant an amusement permit. The Council will therefore take into account a change in circumstances that may influence the Amusement Permit Policy and any criteria set out within it.

Although the policy is primarily intended to serve as a guide for assessing applications for amusement permits by the Council's Licensing Committee, given its interrelationship with planning considerations the policy will also be a material consideration to related applications for planning permission by the Council's Town Planning Committee. This is because applicants are usually required (except in the case of renewing amusement permits) to first obtain planning permission for the proposed amusement arcade before applying for an amusement permit.

At present, the Council is consulted on planning applications and DOE (NI) Planning makes the final decision on all planning applications, including those for amusement arcades. However, this arrangement is set to change and the Council will become the statutory planning authority for planning applications of this type in 2015. Until this transfer of power takes place, this amusement permit policy will be a material consideration for DOE (NI) Planning in determining planning applications for amusement arcades in Belfast.

This policy outlines five criteria that the Council will typically consider when assessing the suitability of a location for a proposed amusement arcade. As these criteria largely overlap with planning considerations, reference to them by DOE (NI) Planning is intended to reduce the likelihood of conflicts arising on issues that are common to both planning applications and respective permit applications.

Notwithstanding those considerations or criteria expressly outlined in this policy, the Council will take into account any matter which it deems relevant. The Council may also depart from the policy where it appears appropriate or necessary, although it is envisaged that this will only happen in exceptional circumstances.

In exercising its duties and responsibilities under this policy, the Council has been, and will continue to be, mindful of its obligations under the Human Rights Act 1998. The Council will endeavour to ensure that all action taken on foot of this policy is lawful, reasonable and proportionate.

It is anticipated that the policy will be reviewed every three years so that it can remain abreast of the dynamics of the gambling industry and any changes in legislation.



Objectives of the Policy

The key objectives of this policy can be largely linked to the Council's overarching strategic goal of improving the quality of life for present and future generations in Belfast by making it a better place in which to live, work, visit and invest. Against this background and in light of the research carried out, the interrelated key policy objectives are to:

1. promote the retail vibrancy and regeneration of Belfast;
2. enhance the tourism and cultural appeal of Belfast by protecting its image and built heritage;
3. support and safeguard residential communities in Belfast;
4. protect children and vulnerable persons from being harmed or exploited by gambling;
5. respect the need to prevent gambling from being a source of crime and disorder.

The first two policy objectives are in line with our key strategic objectives to support the local economy, including through the development and promotion of tourism. The third objective ties in with the 'support people, communities and neighbourhoods' aspect of our Investment Programme. The final two objectives are consistent with the core objectives of the Gambling Act 2005, which at present only applies to Great Britain but is currently being considered by the Department of Social Development (NI) in the context of the review of gambling legislation in Northern Ireland. .

Assessing amusement permit applications

To meet these policy objectives when determining amusement permit applications the Council will **assess each application on its own merits** and will:

1. have regard to the requirements set out in the 1985 Order; and will
2. assess the suitability of the location for a proposed amusement arcade, which will typically be based on a number of assessment criteria set out in this policy. These reflect, inter alia, the key objectives of the policy and in light of all research findings, together with a comparative analysis with Great Britain (GB) and the Republic of Ireland (ROI).

The Council will consider both these components of policy when deciding on **new** amusement permit applications. When determining an application for **renewal** of an amusement permit, the primary focus will be on the requirements set out in the 1985 Order, and this policy will only be applied in very exceptional circumstances.

Also, prior to granting or renewing any amusement permit the Council will have regard to comments received from any relevant statutory agency in relation to fire or other safety matters.



Legal requirements under the 1985 Order

In accordance with the 1985 Order, the Council will have regard to the following statutory requirements:

- 1. The character, reputation and financial standing of the applicant;**
- 2. The nature of the premises and activity proposed;**
- 3. Opinion of the Police; and**
- 4. Submissions from the general public.**

Each of these requirements is outlined below.

1. The character, reputation and financial standing of the applicant

In considering the fitness of an applicant to hold an amusement permit, the Council will take into account:

- *the character and reputation of the applicant, as corroborated by references from impartial and reliable sources, including the Police; and*
- *the financial standing of the applicant, as verified by independent credit check organisations and financial references.*

Justification and clarification

Taking on board the prevailing statutory desire by government to make gambling fair and crime-free, this policy aims to ensure that players are protected from illegal or unscrupulous operators.

Under the 1985 Order, the Council is obliged to consider the fitness of a person who is, or proposes to be, the occupier of the premises. Accordingly, the Council will consider the character, reputation and financial standing of the applicant and any person appointed to manage the business. The applicant can be an individual, a company or a partnership. In the case of the latter two, the fitness of the corporate organisation is relevant, together with the character of the directors and people with executive control.

As well as taking into account the considered views of the Police (see No.3 below), the Council will require the reputation of the applicant to be endorsed by references from sources such as bank managers, accountants and elected representatives. In order to testify to their financial standing, applicants will be asked to provide a credit report from an independent credit rating agency, together with financial references.

2. The nature of the premises proposed

The Council will aim to ensure that the nature of the premises proposed is appropriate for the location in question. This will involve careful consideration of the following matters: how premises are illuminated; the form of advertising and window display; and how notices are displayed on the premises.

Guidance in respect of the above 3 considerations can be found in Appendix A to this policy.

Justification and clarification

As far as amusement arcades and gaming machines are concerned, legislation exists to regulate rather than promote this form of gambling. Accordingly, the Council are keen to ensure that the premises do not openly encourage gambling.



3. Opinion of the Police

The Council will attach significant weight to the opinion of the Police when assessing an application, in relation to their views on the character and reputation of the applicant, as well as the location of the premises.

Justification and clarification

Under the 1985 Order, the Council must consult with the Police on amusement permit applications. It is important to ascertain the views of the Police, not only in respect of the character of the applicant but also the suitability of the area for an amusement arcade. For example, it may be relevant to the assessment of the application if the Police indicate that the vicinity of the proposed amusement centre is associated with abnormal levels of antisocial behaviour, or has been the subject of police intervention in the past. To this end, the Council will request that the Police complete a short questionnaire on the applicant and premises, a sample copy of which is contained in Appendix B.

4. Submissions from the general public

The Council will take into account the number and nature of submissions received from the general public when determining an amusement permit application, particularly those from persons or representatives of persons in neighbouring properties.

Justification and clarification

Within seven days of making an amusement permit application the applicant must place amusement permit advertisements in three out of four newspapers named by the Council. This public advertisement allows objections and submissions to be made by any person. All applications for amusement permits are referred to the Council's Licensing Committee who will take into account all submissions, whether they are made in opposition to an amusement permit, in support of a permit, or submitted as observations only.

Bearing in mind the key objectives of this policy, particularly those relating to support for retailing and residential communities, the Council will carefully consider submissions received from neighbouring properties and will consider them whether they are made by residents, businesses or any other interested party.

Belfast City Council's criteria for assessing the suitability of a location

The Council will objectively assess each application on its own merits.

Five criteria will typically be used when assessing the suitability of a location for a proposed amusement arcade:

- 1. Impact on the retail vitality and viability of Belfast City;**
- 2. Cumulative build-up of amusement arcades in a particular location;**
- 3. Impact on the image and profile of Belfast;**
- 4. Proximity to residential use; and**
- 5. Proximity to schools, youth centres and residential institutions for vulnerable people.**

Clarifications:

Before we look at these in detail, we must first make a number of clarifications on the use of these assessment criteria:



- While it is acknowledged that the existing use of the proposed premises will be a material consideration in the assessment of an amusement permit application, we may not accord substantial weight to the fact that the property (unless it was previously an amusement arcade) is vacant or used for non-shopping purposes, for example, a fast-food outlet or other licensed business. In other words, while every application will be carefully considered the Council will not allow the non-shopping use of a property or the fact that it is vacant to overshadow all other considerations to the detriment of reaching a balanced decision.
- An amusement arcade accommodates a particular type of gambling activity and should not be generalised as another form of non-shopping use or licensed activity. It is a sui generis development (of its own kind) that has its own matters to address under the 1985 Order.

Each of the 5 criteria is now explained.

1. Impact on the retail vitality and viability of Belfast City

While an application for an amusement permit in Belfast City Centre will be assessed on its merits, it will only be granted in the retail core of Belfast City Centre if it is:

- *A renewal of an existing amusement permit; or*
- *Part of a major, retail-led mixed use development; or*
- *An upper storey development.*

In addition, the Council will not grant an amusement permit in any part of the Belfast City Council area where an amusement arcade would break up an otherwise continuous shopping frontage.

Justification and clarification

In line with the objective to promote the retail vibrancy and regeneration of Belfast, the Council is keen to promote pedestrian flows in Belfast's busiest shopping streets by supporting retailers and retail development.

In stark contrast to shop units, amusement arcades are commercial leisure venues which do not have a general appeal for visitors and only have a small customer base. Only 6 per cent of people surveyed in NI in 2010 stated that they used fruit or slot machines. Viewed in this context, the opening of amusement arcades in the retail core of Belfast can be considered incompatible with the Council's aim to promote shopping in the main shopping streets of Belfast City Centre. The extent of the retail core within Belfast City Centre is shown in Appendix C.

Encouraging retailing in the retail core is in accordance with retail planning policy outlined in the DOE's Planning Policy Statement 5 on Retailing and Town Centres (PPS 5, paragraphs 11, 23 and 25).

The Council's aim of maintaining a continuous shopping frontage in all parts of Belfast is in keeping with DOE (NI) Planning's 'Development Control Advice Note 1' (DCAN 1). An application for an amusement arcade is deemed to break up a continuous shopping frontage where it proposes to replace a shop unit that is bordered by an adjacent shop unit either side of it. This may also apply to situations when one or more of the shops are vacant at the time. For the purposes of this policy a shop unit can be defined as one belonging to Class A1 of the Planning (Use Classes) Order (Northern Ireland) 2004. A copy of this use class is contained in Appendix D.

2. Cumulative build-up of amusement arcades in a particular location

The Council will limit the number of amusement permits it grants to one per shopping or commercial frontage and one per shopping centre. Where this number of permits has already been granted, or exceeded, no more amusement permits will be considered.



Under this criterion, 2 or more amusement arcades in adjacent ground-floor units will not be allowed (except for those already existing), including the ground-floor extension or merger of an existing establishment into an adjoining unit.

Justification and clarification

As the Council want to promote retailing, it is anxious to avoid a cumulative build-up or clustering of amusement arcades in a particular location. This approach is also supported by the research finding that there are twice as many machines per person in Belfast than in GB as a whole.

Unlike betting offices and bingo clubs, where licensing is a matter for the courts in Northern Ireland, there is no legal requirement by the applicant to demonstrate that a demand exists for an amusement arcade in a particular area. However, DOE (NI) Planning does consider the cumulative impact of these forms of developments. (DCAN 1) refers to the need to '*take into account the effect of larger numbers on the character of a neighbourhood*'. Likewise, Planning Policy Statement 5 on Retailing and Town Centres (PPS 5) highlights the requirement to avoid a '*clustering*' of non-retail uses, a term which is inclusive of amusement arcades, in Retail Cores and District Centres.

For the purposes of this amusement permit policy, a shopping or commercial frontage can be defined as a group of mainly ground-floor businesses that shares a continuous frontage and which is usually separated from other frontages by a different road or street name. A shopping centre refers to a group of retail and non-retail uses that is usually anchored by a large store. Beyond Belfast City Centre, shopping centres are referred to as District Centres and are located off Arterial Routes, which are the major transport thoroughfares into the City Centre.

3. Impact on the image and profile of Belfast

Amusement permits will not be granted at locations that are regarded as tourism assets, and at Gateway locations in Belfast City Centre.

Justification and clarification

In keeping with one of the key objectives of this policy, namely to enhance the tourism and cultural appeal of Belfast by protecting its image and built heritage, the Council will not grant amusement permits at locations regarded as tourism assets and at key entrance junctions (Gateways) into Belfast City Centre.

The Council will protect those areas, buildings and their settings (if appropriate) that are inherently linked to the image and tourist profile of the City. As far as this policy is concerned, the setting of a tourist asset relates to the neighbouring property either side of its main entrance, whether or not this neighbouring property is adjacent to it, or separated from it by a road or street.

A tourism asset is any feature associated with the built or natural environment that is of intrinsic interest to tourists. Most of the tourism assets in Belfast are listed buildings. These often feature in the historical database of the Northern Ireland Environment Agency and as tourist attractions in Visitor Guides for Belfast. If you need clarification on what is considered a tourist asset you can contact us.

Under this criterion, the Council will also protect the Gateway locations at the edge of Belfast City Centre which are considered suitable for landmark development capable of raising the profile of Belfast. These Gateway locations are key entrance points into the City Centre, where visitors form their first overall impression of the city centre. Viewed in this context, it is considered that granting amusement permits for new premises at ground-floor level is inappropriate for these locations. If you need clarification on what is considered a Gateway location you can contact us.



4. Proximity to residential use

Amusement permits will not be granted in areas that are predominantly residential in character, including local centres located within these areas. They will also not be granted in non-residential property that is immediately adjacent to residential property.

Justification and clarification

Bearing in mind that one of the Council's corporate objectives is to 'support people, communities and neighbourhoods' and that this is also a key objective of this policy, the Council will seek to prevent amusement arcades opening in predominantly residential areas.

Residential areas commonly have a local centre. PPS 5 describes a local centre as:

'Small groupings of shops, typically comprising a general grocery store, a sub-post office, occasionally a pharmacy and other small shops of a local nature.'

Clearly, a local centre in a predominantly residential area should provide local shops and services that cater for the daily needs of the wider community, as opposed to accommodating an amusement arcade which provides a non-essential, gambling-based leisure activity for a small number of people.

This criterion is also consistent with DOE (NI) planning policy guidance. DCAN 1, states that amusement arcades *'are not normally acceptable near residential property'*.

Areas that are predominantly residential in character obviously exclude extensive industrial or business areas which are clearly distinct from housing. Predominantly residential areas also exclude shopping and commercial areas located along Belfast's Arterial Routes.

Arterial routes are the major access roads and public transport corridors into the City Centre. They typically accommodate the greatest mix of uses outside of the City Centre, including shopping, commercial, social, leisure, community and other uses. There are 18 of these arterial routes in Belfast.

5. Proximity to schools, youth centres and residential institutions for vulnerable people

The Council will not grant amusement permits in locations near schools, youth centres and residential institutions for vulnerable people, including children's care homes and hostels for the homeless.

Justification and clarification

The protection of children and vulnerable people from gambling is a key objective of this policy. Vulnerable people are those persons who gamble more than they want to, persons who gamble beyond their means and persons who may not be able to make informed or balanced decisions about gambling perhaps due to a mental impairment, alcohol or drugs.

This component of the policy is in keeping with the prevailing gambling legislation in Great Britain, where Councils have embodied it as a core objective of their licensing policies, and is in line with similar legislative proposals being considered by the Department for Social Development (Northern Ireland) and the Department of Justice & Law Reform in the Republic of Ireland.

While the Council acknowledges that amusement arcades restrict admittance to underage persons and that the 1985 Order does not specifically refer to the need to consider the effects on persons attending schools or youth clubs, the Council believes that a precautionary approach is required for applications made near locations where children, young persons and vulnerable



people congregate. Accordingly, the Council will not permit amusement arcades within 200metres of a school, youth centre or a residential institution. This distance has regard to regional planning policy guidance, which recognises it as '*a location within easy walking distance*'.

Conclusion

Overall, this policy is intended to strike a balance between safeguarding the concerns of the wider public on the one hand and respecting an applicant's desire to obtain an amusement permit on the other. From an operational perspective, it is hoped that the policy will help to clarify the Council's position on amusement permit applications and allow for greater coherence and consistency in decision-making.

The Council has broad discretion in the range of matters it may consider in the determination of applications. This policy establishes, for all interested parties, the matters which are likely to be taken into consideration. This does not prevent the Council from departing from this policy where it is appropriate to do so.



Appendix A

Guidance for premises (as per 1985 Order & amendments thereof)

In terms of the actual premises used wholly or mainly for the provision of amusements by gaming machines, Belfast City Council has powers, under Article 111, paragraph 6b of the 1985 Order, to specify:

- how premises are illuminated;
- the form of advertising and window display; and
- how notices are displayed on the premises.

Addressing each of the above matters in turn, the following points should be noted by applicants:

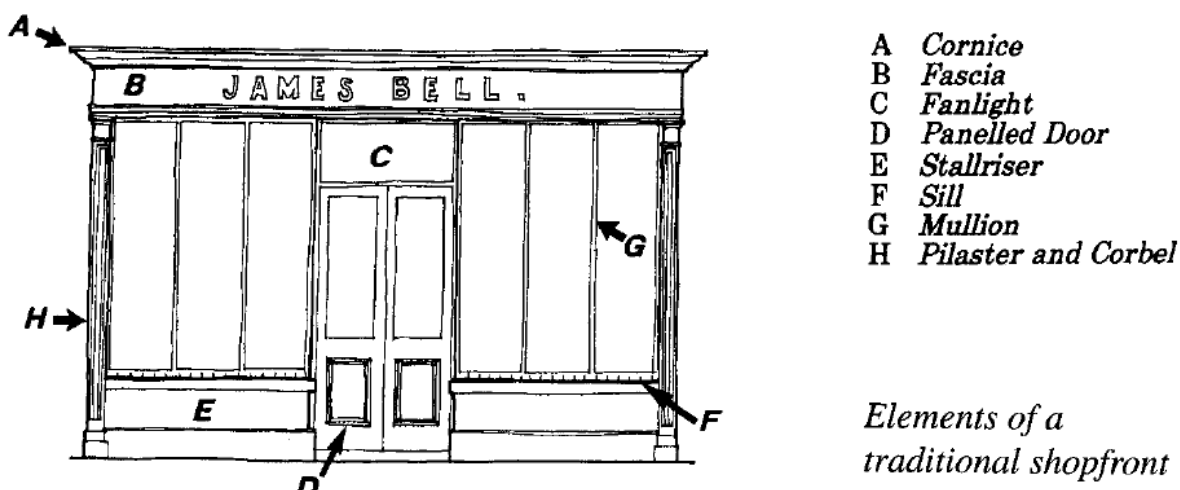
- **Illumination** – as a general rule illumination should be kept to a minimum and no floodlighting of premises will be permitted, save for trough/spot lighting over the fascia.
- **Form of advertising and window displays** – the name of the business should be clearly advertised in the window. Legislation in Northern Ireland restricts access to higher prize machines by people under eighteen. Notification of this restriction should be clearly displayed on the exterior of the premises and ideally a proof-of-age scheme should be implemented by the operator. The windows should be designed so as to shield the interior (and machines) from public view. This could involve the use of fixed screening inside the windows, opaque fenestration or a combination of both. Projecting signs that advertise the presence of the establishment are not considered suitable for amusement arcades.
- **Notices on premises** - advertising in amusement arcades should be legal, socially responsible and not construed to exploit or specifically target the young and other vulnerable persons through style, presentation or content. Interior notices indicating that access is prohibited to persons aged under eighteen should be prominently



displayed. Notices containing helpline numbers for organisations such as GamCare, Gamblers Anonymous, Gambleaware, etc. should also be displayed within the premises. Applicants may also wish to consider providing information leaflets with helpline numbers near gaming machines.

Guidance on the content of Notices is available in the rule book known as the Code of Non-broadcast Advertising, Sales Promotion and Direct Marketing (the Code). The Committee of Advertising Practice (CAP) is the self-regulatory body that creates and enforces this Code. The latest version of the CAP CODE is available online at <http://www. www.cap.org.uk/Advertising-Codes/Non-broadcast-HTML.aspx>

The requirement to regulate illumination, advertising and window displays on an amusement arcade has to be balanced against a wider planning desire to avoid the creation of an unsightly facade that could undermine the visual amenity of the streetscape. Therefore, in order to promote their integration, some policies in Britain cite the need for amusement arcades to respect elements of the traditional shop-front design (see illustration below).



Reference to the traditional shop-front design is intended to alert applicants to the key features of a retail façade. It is submitted as information only and is not intended to be read as a rigid template for the frontage design of premises.



Appendix B Police Questionnaire

The Betting, Gaming, Lotteries and Amusements (Northern Ireland) Order 1985 (as amended)

In accordance with the above legislation, relating to Amusement Permits, the Police Service of Northern Ireland (PSNI) is duly requested to give its considered opinion in respect of the fitness of the applicant to hold an amusement permit and the location of the application premises.

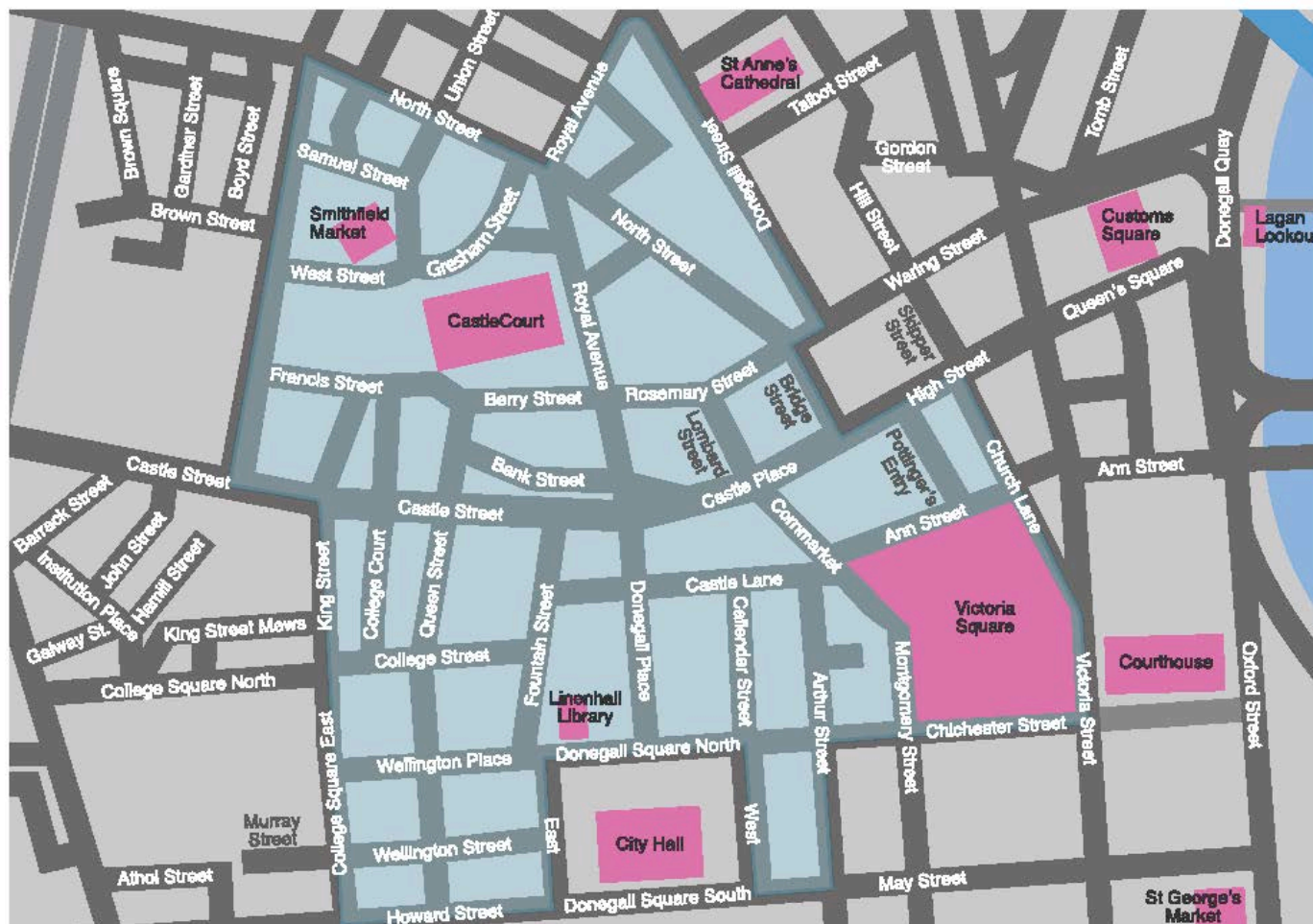
Applicant details:

Premises' details:

Application for Amusement Permit (including renewal of Permits)				
Question	Y	N	Don't Know	If 'Y' please provide details including dates
Has the applicant ever been convicted of a criminal offence?				
Has the Police ever received complaints about the applicant or premises?				
Has the Police ever been called to intervene in disturbances in the vicinity of the premises?				
Has the Police ever objected to an amusement permit application for these premises in the past, or to an application made by the same applicant elsewhere?				
Overall, does the Police have any objections to this applicant being granted an amusement permit?				
Overall, in the opinion of the Police, is the location of the premises considered suitable for an amusement arcade? For example its suitability in terms of its proximity to residential institutions that are used for bail or probation purposes.				If 'N' please give reasons



Appendix C: Belfast City Centre Retail Core





Appendix D: Definition of a shop
- extract from The Planning (Use Classes) Order (Northern Ireland) 2004

SCHEDULE

PART A

SHOPPING AND FINANCIAL & PROFESSIONAL SERVICES

Class A1: Shops

Use for all or any of the following purposes –

- (a) for the retail sale of goods other than hot food;
- (b) as a post office;
- (c) for the sale of tickets or as a travel agency;
- (d) for hairdressing;
- (e) for the display of goods for retail sale;
- (f) for the hiring out of domestic or personal goods or articles; or
- (g) for the reception of goods including clothes or fabrics to be washed, cleaned or repaired either on or off the premises

where the sale, display or service is to visiting members of the public.

Amusement Permit Policy

The policy was ratified by Belfast City Council on 1 May 2013.

Building Control Service
Health & Environmental Services Department
Belfast City Council
5th Floor
9 Lanyon Place
Belfast
BT1 3LP

Tel: (028) 9027 0650
buildingcontrol@belfastcity.gov.uk

Additional copies available on request or from our webpage.

Copies are also available in alternative formats on request from our Building Control Service.



Draft Revised Amusement Permit Policy

For consultation



Belfast
City Council

Introduction

To operate an amusement arcade a person must apply to Belfast City Council ('the Council') for an amusement permit. The Council is directly empowered to grant or refuse amusement permits in Belfast under the Betting, Gaming, Lotteries and Amusements (Northern Ireland) Order 1985 as amended, ('the 1985 Order').

This means that the Council issue amusement permits to premises, typically described as amusement arcades, which have 'amusement with prizes machines'. These types of machines are normally known as gaming machines.

Except in the case of renewing amusement permits, applicants are normally required to provide proof of planning approval for an amusement arcade before applying for an amusement permit.

What are gaming machines and amusement arcades?

A gaming machine (or amusement with prizes machine^{*1}) is any machine which is used for playing a game of chance, by the insertion of money into it. There are lower prize gaming machines and higher prize gaming machines. Use of the higher prize gaming machines is restricted to adults only (i.e., persons aged 18 or over). In Belfast, admittance to amusement arcades is usually restricted to adults because many premises only operate higher prize machines.

An amusement arcade are premises which are being used wholly or mainly for amusement by gaming machines. The Council will normally deem this to be the case when there is at least one more gaming machine than the total number of all other types of machines or otherwise when it can be reasonably appraised that a substantial proportion of the business relates to the provision of gaming machines.

Registered Clubs, bookmaking offices, commercial bingo clubs, public houses and licensed hotels are not required to have an amusement permit for gaming machines, though other aspects of gambling legislation in Northern Ireland may apply to the use of gaming machines in these establishments.

^{*1} A gaming machine is defined in Article 2 of the Betting, Gaming, Lotteries and Amusements (NI) 1985 Order (as amended) as a machine constructed or adapted for playing a game of chance by means of it; and having a slot or other aperture for the insertion of cash or tokens.

An "amusement with prizes" machine means a gaming machine played for small prizes with statutory limits for prize and stake per game applying. Amusement with prizes machines may be used in amusement arcades and similar premises which have been granted an amusement permit.

For more information in relation to gambling legislation and gaming machines visit the Department for Communities web-site [Betting, gaming, lotteries and amusements | Department for Communities](#)

Aim and scope of policy – why does the Council need an amusement permit policy?

The overall aim of the amusement permit policy is to serve as a guide for Elected Members, Council officers, applicants and the wider public on applications for amusement permits in the Belfast City Council area. By outlining those matters which may be taken into account in determining an application for an amusement permit this policy is intended to introduce greater clarity, transparency and consistency to the decision-making process.

The need for this policy was highlighted by previous Court decisions on amusement permit applications. These demonstrated the need for the Council to make its position clear on the issues to be considered when deciding to grant or refuse an amusement permit application under the 1985 Order. Some of these issues, such as location, character and impact on neighbours/surrounding area often overlap with planning considerations.

This policy has subsequently been updated since its first iteration in May 2013, firstly, to take account of local government and planning reform, which resulted in statutory planning functions transferring to local councils, and secondly, to afford due regard to recent judicial decisions in Northern Ireland. It will continue to be periodically reviewed so that it can remain abreast of the dynamics of the gambling industry and any changes in legislation.

There are two separate requirements any operator will need to obtain in order to operate an amusement arcade; planning permission which deals with acceptability of proposals in terms of land use, and an amusement permit which looks at wider issues. This policy is intended to serve as a guide for assessing applications for amusement permits by the Council's Licensing Service and Licensing Committee. This amusement permit policy is not planning policy, but as Council policy it will be a material consideration in determining planning applications. The weight that will be attached to it in each decision will be a matter for the decision maker. The Licensing Service is consulted on all planning applications for amusement arcades and will provide a response based on an assessment against this policy rather than land use planning issues.

It is framed to be broadly consistent with planning guidance on amusement arcades, namely, Belfast City Council Supplementary Planning guidance on Sensitive Uses (May 2023). It is tailored to take account of local considerations specific to Belfast, including the location of existing amusement arcades in the City.

While this policy is primarily intended to serve as a guide for assessing applications for amusement permits by the Council's Licensing Service and Licensing Committee, the policy should also be consulted by the Council's Planning Service when determining corresponding applications for planning permission. This is because applicants are usually required (except in the case of renewing amusement permits) to first obtain planning permission for the proposed amusement arcade before applying for an amusement permit.

As the Council is responsible for determining both amusement permits and planning applications, the Licensing Committee within the Council should be slow to differ from the views of the Planning Committee, but when making its own decision, it is entitled to do so and is not bound to accept in its entirety the decision of the Planning Committee.

Although this policy strives to introduce greater certainty into decision-making on amusement permit applications, its contents do not prejudice the statutory power of the

Council, under Article 111 of the 1985 Order, to consider any ground it deems reasonable to refuse to grant an amusement permit. The Council may therefore take into account a change in circumstances that could influence the Amusement Permit Policy and its assessment criteria.

This policy outlines five criteria that the Licensing Committee will typically consider when assessing the suitability of a location for a proposed amusement arcade. Notwithstanding these criteria, the Council will take into account any matter which it deems relevant to the determination of a permit application. The Council may also depart from the policy where it appears appropriate or necessary to do so, although it is envisaged that this will only happen in exceptional circumstances.

In exercising its duties and responsibilities under this policy, the Council has been, and will continue to be, mindful of its obligations under the Human Rights Act 1998. The Council will endeavour to ensure that all action taken on foot of this policy is lawful, reasonable and proportionate.

Objectives of the Policy

The key objectives of this policy are linked to the vision set out for the City through its Community Plan, 'The Belfast Agenda'. These objectives are also articulated in the Council's Corporate Plan; particularly with regards to making Belfast a compassionate city and a great place to live and work for everyone.

Against this background and in light of the research carried out, the interrelated key objectives of the Amusement Permit Policy are to:

1. promote the retail vibrancy and regeneration of Belfast;
2. enhance the tourism and cultural appeal of Belfast by protecting its image and built heritage;
3. support and safeguard residential communities in Belfast;
4. protect children and vulnerable persons from being harmed or exploited by gambling; and
5. respect the need to prevent gambling from being a source of crime and disorder.

Assessing amusement permit applications

To meet these policy objectives when determining amusement permit applications, the Council will assess each application on its own merits and will:

1. have regard to the requirements set out in the 1985 Order; and
2. assess the suitability of the location for a proposed amusement arcade, which will typically be based on a number of assessment criteria set out in this policy. These reflect, inter alia, the key objectives of the policy and all research findings, including comparative analysis with Great Britain (GB) and the Republic of Ireland (ROI).

The Council will consider both of these components when deciding on new amusement permit applications. However, when determining an application for renewal of an amusement permit for an existing establishment at the same location, the primary focus

will be on the requirements set out in point 1 with point 2 only being considered in very exceptional circumstances.

Also, prior to granting or renewing any amusement permit, the Council will have regard to comments received from any relevant statutory agency in relation to fire or other safety matters.

It should be noted that there are no provisions in the 1985 Order to transfer or vary a permit and therefore a new application for a permit has to be made to the Council in these circumstances.

Legal requirements under the 1985 Order

In accordance with the 1985 Order, the Council will have regard to the following statutory requirements:

- 1. The character, reputation and financial standing of the applicant;**
- 2. The nature of the premises and activity proposed;**
- 3. Opinion of the Police; and**
- 4. Representations from the general public.**

Each of these requirements is outlined below.

1. The character, reputation and financial standing of the applicant

In considering the fitness of an applicant to hold an amusement permit, the Council will take into account:

- *the character and reputation of the applicant, as corroborated by references from impartial and reliable sources, including the Police; and*
- *the financial standing of the applicant, as verified by independent credit check organisations and financial references.*

Justification and clarification

Taking on board the prevailing statutory desire by government to make gambling fair and crime-free, this policy aims to ensure that players are protected from illegal or unscrupulous operators.

Under the 1985 Order, the Council is obliged to consider the fitness of a person who is, or proposes to be, the occupier of the premises. Accordingly, the Council will consider the character, reputation and financial standing of the applicant and any person appointed to manage the business, or for whose benefit the business is carried on. The applicant can be an individual, a company or a partnership. In the case of the latter two, the fitness of the corporate organisation is relevant, together with the character of the directors and people with executive control.

As well as taking into account the considered views of the Police (refer to No.3 below), the Council will require the reputation of the applicant to be endorsed by references*² from sources such as bank managers, accountants and elected representatives. In order to testify to their financial standing, applicants will be asked to provide a credit report from an independent credit rating agency, together with financial references*². For companies a company credit report must also be provided.

*² See our guidance for applicants for information on the references required.

2. The nature of the premises proposed

The Council will aim to ensure that the nature of the premises proposed is appropriate for the location in question. This will involve careful consideration of the following matters: how premises are illuminated; the form of advertising and window display; and how notices are displayed on the premises.

Guidance in respect of these considerations can be found in Appendix A of this policy.

Justification and clarification

As far as amusement arcades and gaming machines are concerned, legislation exists to regulate rather than promote this form of gambling. Accordingly, in terms of the nature of the premises, the Council is keen to ensure that underage persons will not be admitted to establishments that restrict entry to people aged 18 and over and that their shopfronts do not openly encourage gambling.

3. Opinion of the Police

The Council will attach significant weight to the opinion of the Police when assessing an application, in respect of its views on the character and reputation of the applicant, as well as the location of the premises.

Justification and clarification

Under the 1985 Order, the Council must consult with the Police on amusement permit applications. It is important to ascertain the views of the Police not only in relation to the character of the applicant but also the suitability of the area for an amusement arcade. For example, it may be relevant to the assessment of the application if the Police indicates that the vicinity of the proposed amusement centre is associated with abnormal levels of antisocial behaviour or has been the subject of police intervention in the past.

4. Representations from the general public

The Council will take into account representations received from the general public when determining an amusement permit application, particularly those from persons or representatives of persons in neighbouring properties.

Justification and clarification

Within seven days of making an application for the grant of an amusement permit the applicant must place amusement permit advertisements in three out of four newspapers named by the Council. This public advertisement allows representations to be made by any person. All applications for the grant of an amusement permit are referred to the Council's Licensing Committee. It will take into account all relevant representations, whether they are made in opposition to an amusement permit, in support of a permit, or submitted as observations only.

Bearing in mind the key objectives of this policy, particularly those relating to support for retailing and residential communities, the Council will carefully consider representations received from neighbouring properties, whether they are made by residents, businesses or any other interested party.

Belfast City Council's criteria for assessing the suitability of a location

The Council will objectively assess each application on its own merits.

Five criteria will normally be considered when assessing the suitability of a location for a proposed amusement arcade:

- 1. Impact on the retail vitality of Belfast City;**
- 2. Cumulative build-up of amusement arcades in a particular location;**
- 3. Impact on the image and profile of Belfast;**
- 4. Proximity to residential use; and**
- 5. Proximity to schools, youth centres and residential institutions for vulnerable people.**

Clarification:

Before we look at these in detail, an important clarification on the application of these assessment criteria must be made.

While it is acknowledged that the existing use of the proposed premises will be a material consideration in the assessment of an amusement permit application, the Council's Licensing Committee does not accord substantial weight to the fact that the property (unless it was previously an amusement arcade) is vacant or used for non-shopping purposes such as a fast-food outlet or a licensed business. In other words, while every application will be carefully considered, the Council will not allow the non-shopping use of a property or the fact that it is vacant to outweigh all other considerations to the detriment of reaching a balanced decision. An amusement arcade accommodates a particular type of gambling activity and should not be generalised as another form of non-shopping use or licensed activity. It is a sui generis form of development (of its own kind) that has its own matters to address under the 1985 Order.

The 5 criteria relate to the key objectives of the policy and are detailed below. As with the key objectives, the criteria are often interrelated and material considerations may overlap.

1. Impact on the retail vitality of Belfast City

While each application for an amusement permit in Belfast City Centre will be assessed on its merits, it will normally only be granted in the retail core of Belfast City Centre if it is:

- a renewal of an existing amusement permit; or*
- forms part of or facilitates a major, retail-led mixed use development; or*
- an upper storey development.*

In addition, the Council will not normally grant an amusement permit in any part of the Belfast City Council area where an amusement arcade would break up an otherwise continuous shopping frontage.

Justification and clarification

In line with the key policy objective to promote the retail vibrancy and regeneration of Belfast, the Council is keen to promote pedestrian flows in Belfast City Centre by supporting retailers and retail development.

In stark contrast to shop units, amusement arcades are commercial leisure venues which do not have a general appeal for visitors and only have a small customer base. Only 6.6 per cent of people surveyed in the 2016 NI Gambling Prevalence Survey stated that they used fruit or slot machines. Viewed in this context, the opening of amusement arcades in the retail core of Belfast can be considered incompatible with the prevailing goal to promote shopping in the main shopping streets of Belfast City Centre.

Encouraging retailing to first locate in the retail core is in accordance with regional retail planning policy outlined in the Department for Infrastructure's Strategic Planning Policy Statement for Northern Ireland (SPPS), subtitled "Planning for Sustainable Development". and with the Council's Local Development Plan.

An application for an amusement arcade is deemed to break up a continuous shopping frontage where it proposes to replace a shop unit that is bordered on each side of its frontage by an adjacent shop unit. This may even apply in instances when one or both of the adjacent shops are vacant at the time. For the purposes of this policy a shop unit can be defined as one belonging to Class A1 of The Planning (Use Classes) Order (Northern Ireland) 2015. A copy of this use class is enclosed as Appendix B.

This policy will be guided by the boundaries for Belfast City Centre and the retail core that are identified in the draft Belfast Metropolitan Area Plan 2015, until such time as they are superseded by those in the emerging Belfast Local Development Plan 2035.

2. Cumulative build-up of amusement arcades in a particular location

A proliferation of amusement arcades can adversely impact the character and amenity of an area and the assessment of these wider effects will be taken into account when assessing applications. In addition, to help manage the number of arcades in a particular location, the Council will normally limit the number of amusement permits it grants to one per shopping or commercial frontage and one per District Centre/Shopping Centre. Where this number of permits has already been granted, or exceeded, it is considered unlikely that any further amusement permits will be granted.

Under this criterion, the ground-floor merger of an existing establishment with an adjoining unit will not normally be allowed.

Justification and clarification

There is no legal requirement for the applicant to demonstrate that a need or demand exists for an amusement arcade in a particular area. Instead, the number of amusement arcades appropriate for an area relates to the assessment of impact on the character and amenity of that area, which includes its appearance, role and attractiveness.

As the Council want to promote retailing and regeneration as per its key policy objective, it is anxious to avoid a cumulative build-up or clustering of amusement arcades in a particular location. This is due to their narrow appeal noted above and their lack of an active street frontage at ground floor level, the latter of which is linked to the screening of their gambling interiors from public view. This approach to cumulative build-up is also supported by the research findings that there are markedly more licensed premises and machines per person in Belfast than in GB.

The density of amusement arcades in a particular area, as well as the number of machines provided, are pertinent to the assessment of cumulative build-up. Other material

considerations include the character and amenity of an area. The latter consideration could pertain to the changing profile of an area, for example, an increase in residential accommodation or its growing popularity as a tourism destination. It could also relate to the risk of amusement arcades undermining the service and shopping role of a local centre serving a particular area.

For the purposes of this amusement permit policy, a shopping or commercial frontage can be defined as a group of mainly ground-floor businesses that shares a continuous frontage and which is usually separated from other frontages by a different road or street name. A shopping centre comprises a group of retail and non-retail uses that is usually anchored by a large store.

Beyond Belfast City Centre, District Centres are large groupings of shops separate from and subordinate to the town centre. They are generally located on routes that are convenient and easily accessible to the local community by all modes of travel. They usually contain at least one food supermarket or superstore, a degree of comparison goods shopping, retail services, leisure services and business services. They are identified in the Development Plan for the Council area.

3. Impact on the image and profile of Belfast

Amusement permits will not normally be granted at locations that are regarded as tourism assets, and at key entrance/gateway locations into Belfast City Centre.

Justification and clarification

In keeping with a key objective of this policy to enhance the tourism and cultural appeal of Belfast by protecting its image and built heritage, the Council will not normally grant amusement permits at locations regarded as tourism assets and at key entrance/gateway points into Belfast City Centre.

The Council will protect those areas, buildings and their settings (if appropriate) that are inherently linked to the image and tourist profile of Belfast City. As far as this policy is concerned, the setting of a tourism asset includes the neighbouring property either side of its main frontage/entrance, even if it is separated from it by a road or street.

A tourism asset is any feature associated with the built or natural environment that is of intrinsic interest to tourists. Many of the tourism assets in Belfast are listed buildings. These often feature in the historical database of the Northern Ireland Environment Agency and as tourist attractions in Visitor Guides for Belfast. If you need clarification on what is considered a tourism asset, you can contact us.

Under this criterion, the Council will also protect the key entrance/gateway locations at the edge of Belfast City Centre, where visitors form their first overall impression of the city centre. To protect the image of Belfast, it is considered that granting amusement permits for new premises at ground-floor level is inappropriate for these locations. If you need clarification on what is considered a key entrance/gateway location, you can contact us.

4. Proximity to residential use

Amusement permits will not normally be granted in areas that are predominantly residential in character, including local centres located within these areas. Amusement

arcades are not normally suitable in non-residential property that adjoins residential property in areas of mixed use.

Justification and clarification

Bearing in mind that one of the objectives of this Permit Policy is to support and safeguard residential communities, the Council will not normally permit amusement arcades opening in predominantly residential areas.

Residential areas commonly have a local centre. According to the Council's Local Development Plan a local centre is a "*location typically comprising a general grocery store, a sub-post office, hairdressing/beauty salon, café, hot food takeaway, pharmacy and other small shops of a local nature. The primary purpose of a local centre is the provision of conveniently accessible shopping and services for local communities.*"

Clearly, a local centre in a predominantly residential area should provide local shops and services that cater for the daily needs of the wider community, as opposed to accommodating an amusement arcade which provides a non-essential, gambling-based leisure activity for a relatively small number of people.

Areas that are predominantly residential in character obviously exclude extensive industrial or business areas which are clearly distinct from housing. Predominantly residential areas may also exclude shopping and commercial areas that are located outside of Local Centres and along Belfast's main public transport routes. As stated previously, these routes are usually referred to as arterial routes or city corridors. They typically accommodate the greatest mix of uses outside of the City Centre, including shopping, commercial, social, leisure, community and other uses.

The Council adopts a precautionary approach towards granting a permit for an amusement arcade in a property adjoining residential use. This is to protect the residential amenity of neighbouring occupants. Due primarily to the long opening hours associated with the operations of an amusement arcade, there is a risk of adverse impact on residential amenity during nighttime hours, which the Council is particularly keen to avoid.

While the findings of a noise impact assessment submitted by the applicant may assist in informing decision-making, impact on residential amenity does not solely relate to noise levels emanating from inside a property. It also relates to the potential for outdoor noise, nuisance and disturbance generated by customer activity at the business, particularly at night.

5. Proximity to schools, youth centres and residential institutions for vulnerable people

The Council will not normally grant amusement permits in locations near schools, youth centres and residential institutions for vulnerable people, including children's care homes and hostels for the homeless.

Justification and clarification

The protection of children and vulnerable people from being harmed or exploited by gambling is a key objective of this policy. Vulnerable people are those persons who gamble more than they want to or gamble beyond their means, as well as persons who may not be able to make informed or balanced decisions about gambling. This

vulnerability can stem from a mix of factors including addiction, the influence of alcohol/drugs, learning difficulties and mental health issues.

This component of the policy is in keeping with the core objective of licensing policies by Councils in Great Britain. It is also in line with similar objectives being considered by respective Departments in Northern Ireland and the Republic of Ireland.

The Council acknowledges that amusement arcades restrict admittance to underage persons and that the 1985 Order does not specifically refer to the need to consider the effects on persons attending schools, youth clubs and residential institutions for vulnerable people. However, the Council believes that a precautionary approach is required for applications made near locations where children, young persons and vulnerable people congregate. Accordingly, the Council will not normally permit amusement arcades within 200 metres of a school, youth centre or a residential institution.

Conclusion

The Council has broad discretion in the range of matters it may consider in the determination of applications for amusement permits. This policy establishes, for all interested parties, the key considerations which are likely to be taken into account by the Council. The matters stated in the Permit Policy are not exhaustive in scope. They do not preclude the Council from taking into account any additional matter which it deems relevant, or, to exceptionally depart from the policy if it considers it appropriate or necessary to do so.

Overall, this policy is intended to strike a balance between safeguarding the concerns of the wider public on the one hand and respecting an applicant's desire to obtain an amusement permit on the other. From an operational perspective, it is hoped that the policy will help to clarify the Council's position on amusement permit applications and allow for greater coherence and consistency in decision-making.

Appendix A

Guidance for premises (as per 1985 Order & amendments thereof)

In terms of the actual premises used wholly or mainly for the provision of amusements by gaming machines, Belfast City Council has powers, under Article 111 (6((b) of the 1985 Order, to specify:

- how premises are illuminated;
- the form of advertising and window display; and
- how notices are displayed on the premises.

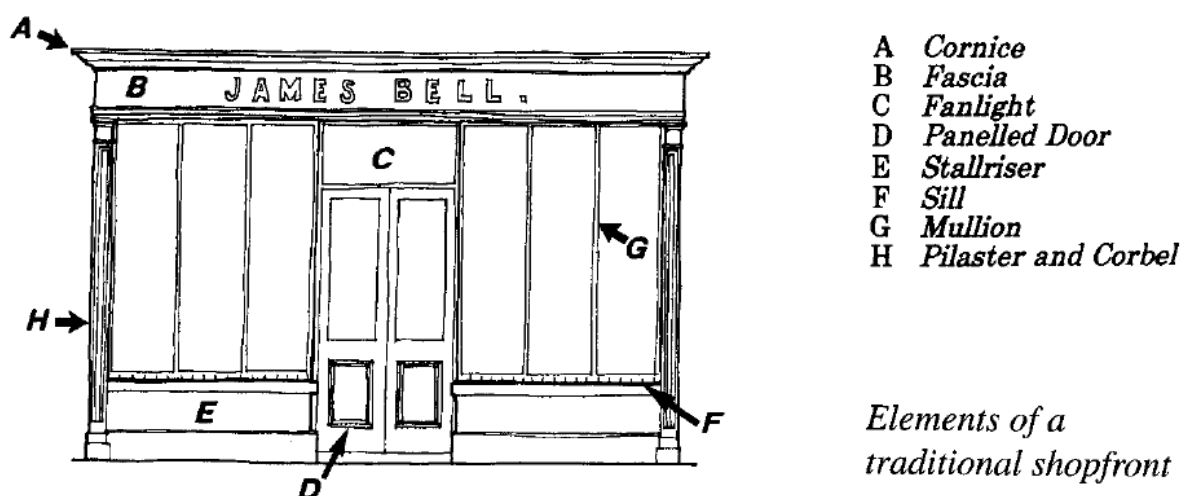
Addressing each of the above matters in turn, the following points should be noted by applicants:

- **Illumination** – as a general rule illumination should be kept to a minimum and no floodlighting of premises will be permitted, save for trough/spot lighting over the fascia.
- **Form of advertising and window displays** – the name of the business should be clearly advertised in the window. Legislation in Northern Ireland restricts access to higher prize machines by people under eighteen. Notification of this restriction should be clearly displayed on the exterior of the premises and ideally a proof-of-age scheme should be implemented by the operator. The windows should be designed so as to shield the interior (and machines) from public view. This could involve the use of fixed screening inside the windows, opaque fenestration or a combination of both. Projecting signs that advertise the presence of the establishment are not considered suitable for amusement arcades.
- **Notices on premises** - advertising in amusement arcades should be legal, socially responsible and not construed to exploit or specifically target the young and other vulnerable persons through style, presentation or content. Interior notices indicating that access is prohibited to persons aged under eighteen should be prominently displayed. Notices containing helpline numbers for organisations such as GamCare, Gamblers Anonymous, Gambleaware, etc. should also be displayed

within the premises. Applicants may also wish to consider providing information leaflets with helpline numbers near gaming machines.

Guidance on the content of Notices is available in the rule book known as the Code of Non-broadcast Advertising, Sales Promotion and Direct Marketing (the Code). The Committee of Advertising Practice (CAP) is the self-regulatory body that creates and enforces this Code. The latest version of the CAP CODE is available online at [http:// www.asa.org.uk/codes-and-rulings/advertising-codes/non-broadcast-code.html](http://www.asa.org.uk/codes-and-rulings/advertising-codes/non-broadcast-code.html).

The requirement to regulate illumination, advertising and window displays on an amusement arcade has to be appraised against a wider planning desire to avoid the creation of an unsightly facade that could undermine the visual amenity of the streetscape. Therefore, in order to promote their integration, some policies in Britain cite the need for amusement arcades to respect elements of the traditional shop-front design (see illustration below).



Reference to the traditional shop-front design is intended to alert applicants to the key features of a retail façade. It is submitted for information purposes only and is not intended to be read as a rigid template for the frontage design of premises.

Appendix B: Definition of a shop
- extract from The Planning (Use Classes) Order (Northern Ireland) 2015

SCHEDULE

PART A

SHOPPING AND FINANCIAL & PROFESSIONAL SERVICES

Class A1: Shops

Use for all or any of the following purposes—

- (a) for the retail sale of goods other than hot food;
- (b) as a post office;
- (c) for the sale of tickets or as a travel agency;
- (d) for hairdressing;
- (e) for the display of goods for retail sale;
- (f) for the hiring out of domestic or personal goods or articles; or
- (g) for the reception of goods including clothes or fabrics to be washed, cleaned or repaired either on or off the premises

where the sale, display or service is to visiting members of the public.

Draft Revised Amusement Permit Policy For consultation

This draft was published on XX April 2025.

Building Control Service
Place & Economy Department
Belfast City Council
4 - 10 Linehall Street
Belfast BT2 8BP

Tel: 028 9027 0650

Email: buildingcontrol@belfastcity.gov.uk

For further information visit our webpage.

www.belfastcity.gov.uk/planning-and-building-control/licences-and-permits/amusement-permits

This page is intentionally left blank



Subject:	Review of Street Trading Licence Fees
Date:	16 April 2025
Reporting Officer:	Laura Hillis, Principal Building Control Surveyor, Ext 2469
Contact Officer:	James Cunningham, Senior Licensing officer, Ext 3375

Restricted Reports

Is this report restricted?

Yes

☐

No

☒

Please indicate the description, as listed in Schedule 6, of the exempt information by virtue of which the council has deemed this report restricted.

Insert number

☐

1. Information relating to any individual
2. Information likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including the council holding that information)
4. Information in connection with any labour relations matter
5. Information in relation to which a claim to legal professional privilege could be maintained
6. Information showing that the council proposes to (a) to give a notice imposing restrictions on a person; or (b) to make an order or direction
7. Information on any action in relation to the prevention, investigation or prosecution of crime

If Yes, when will the report become unrestricted?

After Committee Decision

After Council Decision

Sometime in the future

Never

Call-in

Is the decision eligible for Call-in?

Yes

☒

No

☐

1.0	Purpose of Report or Summary of main Issues
1.1	<p>Section 15 of the Street Trading Act (NI) 2001 gives the Council the power to set sufficient fees to allow it to recover the full costs of administering the Street Trading Licence Scheme. The Act, prescribes the range of circumstances in which the Council may charge a fee:</p> <ol style="list-style-type: none"> 1. For the grant or renewal of a Street Trading Licence, 2. For the grant of a Temporary Licence; and 3. For varying the conditions on a Licence at the request of the licence holder.
1.2	<p>The Act also limits the maximum amount of the fee to that required to cover the Council's costs in administering the scheme. The Council is, therefore, denied the right to use the Street Trading Licensing system to raise revenue.</p>
1.3	<p>The EU Services Directive, the Provision of Services Regulation 2009 and the Hemming V Westminster City Council court case have provided clarity about the specific requirements that apply to the charging of licence fees. Charges must be reasonable and proportionate to the cost of the processes associated with a licensing scheme and councils must not use fees to make a profit or act as an economic deterrent to certain business types from operating within an area.</p> <p><u>Procedure for fee setting</u></p>
1.4	<p>The Act states the procedures which the Council must follow in setting the fees and these stages may be summarised as follows:</p> <ol style="list-style-type: none"> 1. The Council is to give notice of the proposed fees to licence holders and to publish a notice in two or more newspapers showing how the fees have been calculated. 2. The Council is required to consider any written representations concerning the proposed fees and charges. 3. The Council after reaching its final decision must inform licence holders and publish a final notice in two or more newspapers showing the new fees. 4. Furthermore, the Act allows the Council to determine the time and manner in which fees or charges are to be paid.
1.5	<p>However, as a prerequisite, Members need to determine the proposed level of fee, which will allow the Council to start the statutory process for setting the fee as per stage one above.</p>
1.6	<p>As we progress, further reports will be brought before the Committee detailing the outcome of the process of consultation. At that stage Members will be able to determine the final fee you consider appropriate.</p>
2.0	Recommendations
2.1	<p>Members are asked to consider the three options below (in the key issues) and to determine which option to approve and authorise that option of proposed fees for publication and commence consultation with licence holders.</p>
2.2	<p>Should you not accept the proposed fees in option 1, which are set at a level to recover the cost of administering the scheme, the matter may require to be referred to the Strategic Policy</p>

	and Resources Committee for further consideration as any shortfall in income may have an impact on the rates.									
2.3	Members are advised that the Licensing Committee does not have delegated powers in relation to policy decisions concerning licensing matters and as such your recommendation as to the appropriate fees for Street Trading Licences will be subject to ratification by Council.									
3.0	Main report									
	<u>Key Issues</u>									
3.1	The current Street Trading Licence fees were set in 2017. In the intervening time period, the Council has processed numerous licence applications and dealt with any associated licence holder queries. This has allowed the Service to have a better understanding of what it costs to administer the licence scheme.									
3.2	During that period costs associated with administering an application and monitoring licence compliance have also increased, such as staff costs relating to salary, employer's National Insurance contributions, superannuation contributions, etc.									
3.3	The process for administration and regulation of the various types of licences has been examined and the time allocated to each task has been reviewed.									
3.4	In assessing our processes for both Stationary and Mobile Licences it has been determined that both types of Licence cost an identical amount for licence compliance. The cost for a Stationary Licence application or for the renewal of a Mobile Licence application to be processed are also identical.									
3.5	Temporary Licences were extensively examined and, in particular, the amount of work that is required to process and ensure licence compliance. Given the nature of a Temporary Licence it is normally granted for 1 day for a one-off event, a daily charge is therefore applied.									
3.6	The amount of work required for processing a Temporary Licence application is the same as the other types of licences; hence the cost of a Temporary Licence application is identical.									
3.7	Members are reminded that in 2017, you decided to set a fee for a permanent trader who has a Monday – Friday licence but only trades on one day during the week at £300, on the basis that it was one-fifth of the proposed fee of £1,500 in June 2016, which had been approved for public consultation.									
3.8	Members are further reminded that when the Committee set the current fees in 2017, they had agreed that two site visits a year were appropriate to have no detrimental effect on compliance. The cost of compliance visits at the weekend includes an enhanced pay rate; this is particularly evident when two compliance visits are included for Weekend and Sunday only traders.									
3.9	The detailed costs of how these fees were calculated are attached as Appendix 1.									
3.10	The following table is a summary of the proposed fees which have been rounded to the nearest pound. <table><tr><td>STATIONARY LICENCE</td><td>Current Fee</td><td>Calculated fee</td></tr><tr><td>Application Fee - Non refundable</td><td>£150</td><td>£385</td></tr><tr><td></td><td></td><td></td></tr></table>	STATIONARY LICENCE	Current Fee	Calculated fee	Application Fee - Non refundable	£150	£385			
STATIONARY LICENCE	Current Fee	Calculated fee								
Application Fee - Non refundable	£150	£385								

		Licensed for Monday to Friday	£800	£1,400
		<i>Licensed for one day (Mon-Fri)</i>	£300	
		Licensed for Monday to Saturday	£1,000	£1,470
		Licensed for Monday to Sunday	£1,250	£1,600
		Licensed for Saturday	£520	£1,340
		Licensed for Sunday	£580	£1,400
		MOBILE LICENCE	Current Fee	Calculated fee
		Application Fee - Non refundable	£180	£385
		Licensed for Monday to Friday	£550	£1,255
		<i>Licensed for one day (Mon-Fri)</i>	£300	
		Licensed for Monday to Saturday	£800	£1,300
		Licensed for Monday to Sunday	£1,100	£1,450
		Licensed for Saturday	£300	£1,190
		Licensed for Sunday	£380	£1,250
		TEMPORARY LICENCE	Current Fee	Calculated fee
		Application Fee - <i>Non refundable</i>	£ 180	£385
		Licensed for Monday to Friday, per day	£40	£130
		Licensed for Saturday	£50	£200
		Licensed for Sunday or Public holiday	£70	£260
		Variation of Licence Particulars	£100	£190
3.11	A further two options have been considered as outlined below, and an overview of all three fee options are attached as Appendix 2.			
	Option 2			
3.12	Another option to consider would be to applying the cost of inflation to the current fees set in 2017 to determine the 2025 fees. To do this we used the Bank of England inflation calculator, this uses the Consumer Price Index (CPI) inflation data from the Office for National Statistics. The rate was calculated using figures from the Bank of England for December 2024.			
3.13	Adopting this option will give Committee, in any future fee review exercise, a better baseline for comparison as these fees will be more relevant to present day monetary value.			
3.14	However, this option will not address the significant shortfall in cost recovery for the licensing application process, in particular the cost of processing a grant/renewal application.			
		STATIONARY LICENCE	Current fee	Inflation
		Application Fee - Non refundable	£150	£196.72
		Licensed for Monday to Friday	£800	£1,049.16
				£1,050

Licensed for one day (Mon-Fri)	£300	£393.43	£395
Licensed for Monday to Saturday	£1,000	£1,311.45	£1,310
Licensed for Monday to Sunday	£1,250	£1,639.31	£1,640
Licensed for Saturday	£520	£681.95	£680
Licensed for Sunday	£580	£760.64	£760
MOBILE LICENCE	Current fee	Inflation	Say
Application Fee - Non refundable	£180	£ 236	£ 240
Licensed for Monday to Friday	£550	£721	£720
Licensed for one day (Mon-Fri)	£300	£393.43	£395
Licensed for Monday to Saturday	£800	£1,049.16	£1,050
Licensed for Monday to Sunday	£1,100	£1,442.59	£1,450
Licensed for Saturday	£300	£393.43	£400
Licensed for Sunday	£380	£498.35	£500
TEMPORARY LICENCE	Current fee	Inflation	Say
Application Fee - <i>Non refundable</i>	£ 180	£236	£240
Licensed for Monday to Friday, per day	£40	£52.46	£52
Licensed for Saturday	£50	£65.57	£65
Licensed for Sunday or Public holiday	£70	£91.80	£90
Variation of Licence Particulars	£100	£249.18	£250

Option 3

3.15

When Committee last determined the fees, they had asked officers to formulate an option, based around a combination of the latter two options. In calculating this option, Officers have determined the difference between the calculated fee and the cost of increase in inflation fee, split that difference and added this to the cost of the inflation fee. Where inflation is the same or higher than the calculated fee, the inflation fee is proposed.

STATIONARY LICENCE	Current fee	Calculated fee	Inflation fee	Proposed fee
Application Fee - Non refundable	£150	£385	£200	£290
Licensed for Monday to Friday	£800	£1,400	£1,050	£1,225
Licensed for one day (Mon-Fri)	£300		£395	£395
Licensed for Monday to Saturday	£1,000	£1,470	£1,310	£1,390
Licensed for Monday to Sunday	£1,250	£1,600	£1,640	£1,640
Licensed for Saturday	£520	£1,340	£680	£1,010
Licensed for Sunday	£580	£1,400	£760	£1,080
MOBILE LICENCE				

	Application Fee - Non refundable	£180	£385	£ 240	£310
	Licensed for Monday to Friday	£550	£1,190	£720	£955
	Licensed for one day (Mon-Fri)	£300		£395	£395
	Licensed for Monday to Saturday	£800	£1,300	£1,050	£1,175
	Licensed for Monday to Sunday	£1,100	£1,450	£1,450	£1,450
	Licensed for Saturday	£300	£1,190	£400	£795
	Licensed for Sunday	£380	£1,250	£500	£875
	TEMPORARY LICENCE	Current fee	Calculated fee	Inflation fee	Proposed fee
	Application Fee - Non refundable	£ 180	£385	£240	£310
	Licensed for Monday to Friday, per day	£40	£130	£52	£91
	Licensed for Saturday	£50	£200	£65	£132
	Licensed for Sunday or Public holiday	£70	£260	£90	£175
	Variation of Licence Particulars	£100	£190	£250	£250
3.16	For Members information, in order to accommodate licence holders, Mobile and Stationary Licence Fees will continue to be spread over a one year period of twelve equal instalments. The first payment must be received before the licence is issued. The remaining eleven instalments may be made by Direct Debit or eleven payments in person. For a three year licence, the trader would in effect continue to make 36 payments over the licence term.				
3.17	Authorisation is sought to permit the publication of the Statutory 28 Day Notice and to commence consultation with licence holders.				
4.0	Financial & Resource Implications				
4.1	There are direct financial costs attached to the administration of the street trading scheme by the Council and, whilst fees have been set, the cost to administer the scheme is only partially recovered from applicants based on our information to date.				
4.2	If the fee proposals as set out, based on the cost of administering the scheme, are not accepted by the Committee, the implications of the shortfall in fee income will be considered further, and may result in future growth proposals for the Service.				
5.0	Equality or Good Relations Implications/Rural Needs Assessment				
5.1	There are no equality or good relations issues associated with this report.				
6.0	Appendices – Documents Attached				
	<ul style="list-style-type: none"> Appendix 1 – Statement of Proposed Street Trading Fees Appendix 2 - Overview of Street Trading Fee Options 				

**Street Trading Act (NI) 2001
Statement of Fees**

Say

STATIONARY & MOBILE LICENCE

Application Fee - <i>Non refundable</i>	£ 386.14		£ 385
--	----------	--	-------

Mobile Licence Fee

Licensed for Monday to Friday	£ 1,255.26		£ 1,255
Licensed for Monday to Saturday	£ 1,320.82		£ 1,300
Licensed for Monday to Sunday	£ 1,451.94		£ 1,450
Licensed for Saturday	£ 1,189.70		£ 1,190
Licensed for Sunday	£ 1,255.26		£ 1,250

Stationary Licence Fee

Licensed for Monday to Friday	£ 1,405.21		£ 1,400
Licensed for Monday to Saturday	£ 1,470.77		£ 1,470
Licensed for Monday to Sunday	£ 1,601.89		£ 1,600
Licensed for Saturday	£ 1,339.65		£ 1,340
Licensed for Sunday	£ 1,405.21		£ 1,400

Trading one day a week - Monday to Friday

TEMPORARY LICENCE

Application Fee - <i>Non refundable</i>	£ 386.14		£ 385
Licensed for Monday to Friday (per day)	£ 131.12		£ 130
Licensed for Saturday	£ 196.68		£ 200
Licensed for Sunday or public holiday	£ 262.24		£ 260

Variation of Licence Particulars	£ 189.39		£ 190
----------------------------------	----------	--	-------

Application Processing Cost**Stationary and Mobile Street Trading Licence**

Licensing Team tasks

Task	Hrs	Rate	Cost
Pre application discussions	1	£ 32.78	£32.78
Consultation letters, edit and assign to BS.	0.5	£ 32.78	£16.39
Assessment of response from consultees	1	£ 32.78	£32.78
Assessment of all relevant information relating to the application	1	£ 32.78	£32.78
Preparation of committee reports	4	£ 35.55	£142.20
Checking certification, insurance etc	1	£ 32.78	£32.78
Issue Licence	0.5	£ 35.55	£17.78
All tasks			£307.49

Business Support tasks

Task	Hrs	Cost	
Input procedure for new application	1	£31.46	£31.46
Issue of letters assigned from LO	0.5	£31.46	£15.73
Recovery of costs procedure – calculation and invoicing	1	£31.46	£31.46
All tasks			£78.65

Total Cost **£386.14****Temporary Licence**

Licensing Team tasks

Task	Hrs	Rate	Cost
Pre application discussions	1	£ 32.78	£32.78
Consultation letters, edit and assign to BS.	0.5	£ 32.78	£16.39
Assessment of response from consultees	1	£ 32.78	£32.78
Preparation of committee reports	4	£ 35.55	£142.20
Assessment of all relevant information relating to the application	1	£ 32.78	£32.78
Checking certification, insurance etc	1	£ 32.78	£32.78
Issue Licence	0.5	£ 35.55	£17.78
All tasks			£307.49

Business Support tasks

Task	Hrs	Cost	
Input procedure for new application	1	£31.46	£31.46
Issue of letters assigned from LO	0.5	£31.46	£15.73
Recovery of costs procedure – calculation and invoicing	1	£31.46	£31.46
All tasks			£78.65

Total Cost **£386.14**

Stationary and Mobile Street Trading Licence Variation

Licensing Team tasks

Task	Hrs	Rate	Cost
Pre application discussions	0.5	£ 35.55	£ 17.78
Consultation letters merge, edit and assign to BS.	0.5	£ 35.55	£ 17.78
Assessment of response from consultees	0.5	£ 35.55	£ 17.78
Assessment of representations received	0.5	£ 35.55	£ 17.78
Assessment of all relevant information relating to the application	1	£ 35.55	£ 35.55
Issue Licence	1	£ 35.55	£ 35.55
All tasks			£ 142.20

Business Support tasks

Task	Hrs	Cost	
Input procedure for variation	0.5	£ 31.46	£ 15.73
Issue of letters assigned from LO	0.5	£ 31.46	£ 15.73
Recovery of costs procedure – Lodgement	0.5	£ 31.46	£ 15.73
All tasks			£ 47.19

Total Cost

£ 189.39

Licence Compliance Checks Cost

Task Monday to Friday	Hrs	Cost	
Monitoring Compliance			
Inspection/Intervention and enforcement, compliant/queries etc	1	£ 32.78	£ 32.78
Input inspection report	2	£ 32.78	£ 65.56
Travel time	1	£ 32.78	£ 32.78
All tasks			£ 131.12

Task Saturday (1.5 x OT Rate)	Hrs	Cost	
Monitoring Compliance			
Inspection/Intervention and enforcement, compliant/queries etc	1	£ 32.78	£ 49.17
Input inspection report	2	£ 32.78	£ 98.34
Travel time	1	£ 32.78	£ 49.17
All tasks			£ 196.68

Task Sunday (2 x OT Rate)	Hrs	Cost	
Monitoring Compliance			
Inspection/Intervention and enforcement, compliant/queries etc	1	£ 32.78	£ 65.56
Input inspection report	2	£ 32.78	£ 131.12
Travel time	1	£ 32.78	£ 65.56
All tasks			£ 262.24

The number of Compliance Visits required is based on Risk

Licensed for Monday to Friday	<u>£ 262.24</u>	2 Visits Mon to Fri
Licensed for Monday to Saturday	<u>£ 327.80</u>	2 Visits 1 (Mon to Fri) 1(Sat)
Licensed for Monday to Sunday	<u>£ 458.92</u>	2 Visits 1(Mon to Fri) 1(Sat) or 1(Sun)
Licensed for Saturday only	<u>£ 196.68</u>	1 Sat
Licensed for Sunday only	<u>£ 262.24</u>	1 Sun

Designation Cost

Licensing Team tasks

Task	Hrs	Rate	Cost
Application queries and receipt	10	£ 35.55	£ 355.50
First Committee Report	2	£ 38.33	£ 76.66
First Notice	2	£ 38.33	£ 76.66
Consultation letters merge, edit and assign to BS.	3	£ 35.55	£ 106.65
Assessment of response from consultees	5	£ 35.55	£ 177.75
Site Visits and Neighbourhood consultation	5	£ 35.55	£ 177.75
Preparation of final Committee report	4	£ 38.33	£ 153.32
Final Notice	1	£ 38.33	£ 38.33
Updating Website and etc	2	£ 35.55	£ 71.10
Production of accurate maps	3	£ 35.55	£ 106.65
All tasks			£1,340.37

Business Support tasks

Task	Hrs	Cost	
Issue of letters	3	£ 31.46	£ 94.38
Telephone call queries relating to Designation	2	£ 31.46	£ 62.92
All tasks			£ 157.30

Total officer cost £1,497.67

Advertisement cost £ 6,000.00

Total cost of Designation **£ 7,497.67**

Divided by number of Traders 25 **£ 149.95** *Cost per trader*

Recouping fees and ongoing queries and dispute resolution involving licensed traders and policy development

	Hrs	Cost		
Business Support	30	£	31.46	£ 943.80
Licensing Team	50	£	35.55	£ 1,777.50
All tasks				£ 2,721.30

Per month

Divided by number of Traders	35	£	77.75	<i>Trader cost per month</i>
		£	933.02	<i>Trader cost per year</i>
*Advertisement of Licence Fee		£	60.00	<i>Per Trader</i>
Administration cost per licence for a year		£	993.02	

EXPLANATORY NOTES

How was the hourly rate worked out?

The rate is based on the average cost for the Unit. The cost per hour of each officer was taken and the average rate was worked out.

Business Support	@ SO2 (£34.56) + Scale 6 (£32.78) + Scale 3 (£27.05)	Total £94.39 ÷ 3 = £31.46
Licensing	@ 1 Senior Licensing Officer (£38.33) + 1 Licensing Officer (£32.78)	Total £71.11 ÷ 2 = £35.55
Senior Licensing Officer	@ £38.33	
Licensing Officer	@ £32.78	

What is the Hourly rate based on?

The Hourly rate is based on the total cost for an officer including salary, employer's National Insurance contributions, superannuation contributions.

* Advertisement of Fee - The Street Trading Act requires that the fee is advertised twice in the newspapers. The cost of those is approximately £2100. This cost is then proportioned out to each trader making the assumption that we will have 35 Stationary & Mobile licences in the year this equates to £60 per licence.

This page is intentionally left blank

Appendix 2 - Overview of fees

	Current fee	Option 1 Calculated fee	Option 2 Inflation fee	Option 3 Combination fee
STATIONARY LICENCE				
Application Fee - Non refundable	£150	£385	£200	£290
Licensed for Monday to Friday	£800	£1,400	£1,050	£1,225
<i>Licensed for one day (Mon-Fri)</i>	£300		£395	£395
Licensed for Monday to Saturday	£1,000	£1,470	£1,310	£1,390
Licensed for Monday to Sunday	£1,250	£1,600	£1,640	£1,640
Licensed for Saturday	£520	£1,340	£680	£1,010
Licensed for Sunday	£580	£1,400	£760	£1,080
MOBILE LICENCE				
Application Fee - Non refundable	£180	£385	£ 240	£310
Licensed for Monday to Friday	£550	£1,255	£720	£955
<i>Licensed for one day (Mon-Fri)</i>	£300		£395	£395
Licensed for Monday to Saturday	£800	£1,300	£1,050	£1,175
Licensed for Monday to Sunday	£1,100	£1,450	£1,450	£1,450
Licensed for Saturday	£300	£1,190	£400	£795
Licensed for Sunday	£380	£1,250	£500	£875
TEMPORARY LICENCE				
Application Fee - Non refundable	£ 180	£385	£240	£310
Licensed for Monday to Friday, per day	£40	£130	£52	£91
Licensed for Saturday	£50	£200	£65	£132
Licensed for Sunday or Public holiday	£70	£260	£90	£175
Variation of Licence Particulars	£100	£190	£250	£250

This page is intentionally left blank