

Licensing Committee

Wednesday, 16th April, 2025

MEETING OF THE LICENSING COMMITTEE

Members present: Alderman Rodgers (Chairperson);
The High Sheriff, Councillor McAteer;
Alderman McCullough; and
Councillors Abernethy, Anglin, Bradley,
Collins, M. Donnelly, P. Donnelly,
Doran, D. Douglas, McCann,
McDowell, McKay, Ó Néill and Smyth.

In attendance: Ms. K. Bentley, Director of Planning and Building Control;
Mr. K. Bloomfield, HMO Manager;
Mr. K. McDonnell, Solicitor (Regulatory and Planning);
Ms. L. Hillis, Principal Building Control Surveyor;
Mr. J. Cunningham, Senior Licensing Officer; and
Mrs. L. McLornan, Committee Services Officer.

Apologies

Apologies for inability to attend were reported on behalf of Councillors T. Brooks and Kelly.

Minutes

The minutes of the meeting of 19th March were taken as read and signed as correct. It was reported that those minutes had been adopted by the Council at its meeting on 1st April.

Declarations of Interest

No declarations of interest were recorded.

Delegated Matters

THE COMMITTEE DEALT WITH THE FOLLOWING ITEMS IN PURSUANCE OF THE POWERS DELEGATED TO IT UNDER STANDING ORDER 37(d)

Houses in Multiple Occupation (HMO) **Licences Issued Under Delegated Authority**

The Committee noted a list of applications which had been approved under the Council's Scheme of Delegation during March, 2025.

Licences Issued Under Delegated Authority

The Committee noted a list of applications for licences which had, since its last meeting, been approved under the Council's Scheme of Delegation.

Restricted Items

The information contained in the report associated with the following two items was restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

Resolved – That the Committee agrees to exclude the members of the press and public from the meeting during discussion of the following items as, due to the nature of the items, there would be a disclosure of exempt information as described in Section 42(4) and Schedule 6 of the Local Government Act (Northern Ireland) 2014.

Members were also reminded that the content of ‘restricted’ reports and any discussion which took place during closed session must be treated as ‘confidential information’ and that no such information should be disclosed to the public as per Paragraph 4.15 of the Code of Conduct.

**Addendum report relating to an Application
for a Renewal Licence to operate a House of
Multiple Occupation for 60 Sandymount Street; and**

**Addendum report relating to an application
for a Renewal Licence to operate a House of
Multiple Occupation for 29 Colenso Parade**

With the agreement of the Committee, the HMO Manager presented the details of the two applications together. He reminded the Committee that it had, at its meeting on 19th March, been presented with the details of the applications and that it had agreed to defer them in order that officers would submit the proposed wording of conditions to be attached to the licences to the next meeting.

He explained that officers, having liaised with the Council’s Information Governance Unit and Legal Services, were proposing that the following conditions be attached to the licences for both 60 Sandymount Street and 29 Colenso Parade:

“During the period of the licence, the Licensee must not permit any person not named in the licence to do any of the following–

- (i) to directly receive rents or other payments from persons who occupy the accommodation,
- (ii) to arrange for the carrying out of any repairs or refurbishment of the accommodation,
- (iii) to send, receive or engage in communications relating to the accommodation, to or from the occupants or the Council; or
- (iv) to engage in any other activity or course of activity which constitutes, or assists in, the management of the HMO.”

The Committee was advised that, should the applicant breach the conditions, it would constitute an offence pursuant to s31 (2) and/or (3) of the 2016 Act, and they may

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be liable to a Fixed Penalty of £2,500 and maximum fine on summary conviction of £10,000.

The Committee was also reminded that section 33 of the 2016 Act already provided that it was a criminal offence for the applicant to permit any person not named on the license to act as a managing agent. That person, too, would also be deemed to have committed an offence. A person guilty of an offence under subsection 33 (1) or (2) was liable on summary conviction to a fine not exceeding £10,000.

After discussion, it was

Moved by Councillor D. Douglas,
Seconded by Councillor Smyth and

Resolved – that the Committee agrees to grant the licence, for both 60 Sandymount Street and 29 Colenso Parade, in terms different from those applied for, by imposing the following conditions:

“During the period of the licence, the Licensee must not permit any person not named in the licence to do any of the following–

- i. to directly receive rents or other payments from persons who occupy the accommodation,
- ii. to arrange for the carrying out of any repairs or refurbishment of the accommodation,
- iii. to send, receive or engage in communications relating to the accommodation, to or from the occupants or the Council; or
- iv. to engage in any other activity or course of activity which constitutes, or assists in, the management of the HMO.”

**Application for a New Licence to operate a House
of Multiple Occupation for 27 St Ives Gardens**

The HMO Unit Manager presented the details of the application to the Committee.

He outlined that the property had the benefit of an HMO licence issued by the Council, with a start date of 25th June, 2020, and an expiry date of 25th June, 2025, in the names of Mr. I. McKeown and Mrs. C. McKeown. The ownership of the property had transferred to Ms. A. McKeown with an assignment date of 1st October, 2024. He explained that, in accordance with Section 28(2) of the 2016 Act, the license granted to Mr. I. McKeown and Mrs. C. McKeown ceased to have effect on the date of transfer.

The Committee was advised that ownership of the property had reverted back from Ms. A. McKeown to Mrs. C. McKeown on 29th November, 2024. An application for a new HMO licence was received from Mrs. C. McKeown on 13th January, 2025.

A temporary exemption notice (TEN) was applied for on 18th February, 2025, and subsequently granted on 27th February, 2025.

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The HMO Manager outlined that, pursuant to the 2016 Act, the Council could only grant a licence if it was satisfied that:

- 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, were fit and proper persons;
- c) the proposed management arrangements were satisfactory;
- d) the granting of the licence would not result in overprovision of HMOs in the locality;
- e) the living accommodation was fit for human habitation and—
 - i. was suitable for occupation as an HMO by the number of persons to be specified in the licence, or
 - ii. could be made so suitable by including conditions in the licence.

The Committee was advised that, as it was a new application, the Council's Planning Service was consulted. It had confirmed that a Certificate of Lawful Existing Use or Development ("CLEUD") was granted on 6th December, 2018.

It was reported that the NIHMO Unit had consulted with the Environmental Protection Unit in relation to nighttime and daytime noise; the Public Health and Housing Unit in relation to rubbish accumulation/filthy premises; and the Enforcement Unit in relation to litter and waste and all had confirmed that there had been no relevant enforcement action required in respect of any of the issues in the HMO in the last 5 years. The applicant had confirmed that they had not been convicted of any relevant offences pursuant to the 2016 Act.

For the purpose of Section 12(2) of the 2016 Act, the Council had determined the locality of the accommodation as being Housing Management Area (HMA) "2/17 Sandymount" as defined in the document Council's Local Development Plan Strategy, which was formally adopted on 2nd May, 2023. It was reported that Legal Services had advised that there was a clear requirement in section 8 of the 2016 Act upon the Council to be satisfied that the granting of a licence would not result in overprovision.

The officers had had regard to:

- a) the number and capacity of licensed HMOs in the locality; and
- b) the need for housing accommodation in the locality and the extent to which HMO accommodation was required to meet that need.

To inform the Council in its consideration of the above provisions, the Council had taken account of the 2023 Strategy given that "Nurturing sustainable and balanced

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communities was a fundamental aim of the LDP's housing policies." In particular, the Council had considered Policy HOU10, which stated:

"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."

The Committee was advised that, on the date of assessment, 19th March 2025, 76% of all dwelling units in policy area "HMA 2/17 Sandymount" were made up of HMOs and flats/apartments, which in turn exceeded the 20% development limit as set out in Policy HOU10. There were 109 (64%) licensed HMOs with a capacity of 472 persons in that HMA.

The Committee was advised that the fact that the use of the property as an HMO was permitted for planning purposes was a relevant consideration in determining whether the granting of the licence would result in overprovision.

The Committee was advised that, on 19th March, 2025, out of 223 premises available for rent within the BT9 area on PropertyNews.com there were 65 licensed HMOs which represented 302 bed spaces.

The Houses in Multiple Occupation Manager reminded the Committee that there was a need for intensive forms of housing and, to meet that demand, HMOs were an important component of the housing provision. HMOs, alongside other accommodation options within the private rented sector, played an important role in meeting the housing needs of people who were single, who had temporary employment, students, low income households and, more recently, migrant workers and asylum seekers.

He reported that the Ulster University Director of Campus Life, in December 2022, had advised the Council's City Growth and Regeneration Committee that there was an "increase in competition for HMOs 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."

However, the QUB Director of Student Plus had confirmed that the current trend indicated a significant move of students to purpose-built student accommodation blocks. She had advised the Members that there were 7,000 purpose built managed student accommodation (PBMSA) rooms in the city, the majority having been built since 2018, and approximately 5,000 in the city centre.

The Committee was reminded that recent monitoring information produced by the Council's Planning Service for PBMSA indicated that 2055 bedspaces were currently under construction with an operational date of 2024, 92 bedspaces approved but where construction had not yet commenced and a further 1426 bedspaces going through the planning process.

Therefore, with the continued expansion of the PBMSA sector and students transitioning from private rentals to PBMSAs, it was too early to tell whether the increased

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competition from non-students for HMOs was a temporary problem which could be managed by the contraction in students residing in existing HMO accommodation within the locality, or evidence of an emerging long-term supply issue.

The Houses in Multiple Occupation Manager explained that, in assessing the number and capacity of licensed HMOs, as well as the need for HMO accommodation in the locality, officers could not be satisfied that the granting of the HMO licence would 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.

The Committee was advised that no objections had been received in relation to the application.

It was reported that the accommodation had inspected by a technical officer from the NIHMO service, on 6th March, 2025, at which time it was found that the rear attic bedroom was below 6.5 square metres but that the accommodation otherwise complied with the physical standards set for a House in Multiple Occupation for five persons.

On 18th February, 2025, correspondence had been received from Comerton and Hill Solicitors detailing the reason behind the transfer of ownership. On 11th March, 2025, officers had responded, stating that the current application was a new application and that overprovision would be a material consideration.

On 19th March, 2025, pursuant to Paragraph 9 of Schedule 2 of the Houses in Multiple Occupation Act (Northern Ireland) 2016, officers had issued a Notice of Proposed Decision to the Applicant advising that it was proposing to refuse the licence on the grounds of overprovision.

The HMO Unit Manager advised the Committee that the applicant had declined the invitation to attend the meeting.

After discussion, it was

Moved by Councillor McKay
Seconded by Councillor McCann and

Resolved – that the Committee agrees to refuse the application as, in accordance with Section 12 of the Houses in Multiple Occupation Act (Northern Ireland) 2016, it could not be satisfied that the granting of the HMO licence would not result in overprovision of HMO accommodation in the locality of the accommodation, as determined under section 8(2)(d) of the Act.

Non-Delegated Matters

Motion: Harm Reduction Campaign

The Committee was presented with the following motion, which had been referred to it by the Standards and Business Committee at its meeting on 27th March:

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Moved by Councillor Smyth,
Seconded by Councillor de Faoite

“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.

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.”

With the agreement of the Committee, Councillor Smyth addressed the Committee and explained his rationale for requesting the initiative.

After discussion, during which the Director of Planning and Building Control outlined the next steps, the Committee agreed that a report be submitted to a future meeting to provide it with options on what approach could be taken towards the implementation of a Harm Reduction Campaign, including any potential cost implications.

Revised Amusement Permit Policy

The Principal Building Control Surveyor presented the following report to the Committee:

“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

Background

- 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 The key objectives of the 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;**
 - 5. Respect the need to prevent gambling from being a source of crime and disorder.**
- 3.7 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 several assessment criteria set out in the policy. Namely the: -
3. Impact on the retail vitality of Belfast City;
4. Cumulative build-up of amusement arcades in a particular location;
5. Impact on the image and profile of Belfast;
6. Proximity to residential use; and
7. Proximity to schools, youth centres and residential institutions for vulnerable people.

Changes to the policy

- 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 While the main elements of the policy remain in place, they have been updated to take into account the following:
 - 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 Financial and Resource Implications

4.1 None associated with this report.

**5.0 Equality or Good Relations Implications/
Rural Needs Assessment**

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.”

The Chairperson welcomed Dr. T. Quinn, Braniff Associates, to the meeting. He had been involved in formulating the initial policy and had also been involved in updating it. He provided the Committee with further details on the rationale behind the amendments.

In response to a Member’s question, the Principal Building Control Surveyor advised the Committee that, while the Council issued Amusement Permits, the PSNI was responsible for enforcement of the legislation and did not inform the Council of any specific actions taken against any Amusement Permit holder.

The Committee considered the amended Amusement Permit policy and agreed that consultation on it be commenced.

Review of Street Trading Licence Fees

The Senior Licensing Officer presented the following report to the Committee:

“1.0 Purpose of Report or Summary of main Issues

1.1 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:

- 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 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.

- 1.3 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.**

Procedure for fee setting

- 1.4 The Act states the procedures which the Council must follow in setting the fees and these stages may be summarised as follows:**
- 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 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.**
- 1.6 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.**

2.0 Recommendations

- 2.1 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.**
- 2.2 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 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

Key Issues

- 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

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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. (Option 1)

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

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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	Say
Application Fee - Non refundable	£150	£196.72	£200
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

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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.

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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 - <i>Non refundable</i>	£ 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

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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 and 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.”**

During discussion, the Senior Licensing Officer answered Members’ questions in relation to the costings and he drew the Committee’s attention to the two appendices which explained the processing tasks and estimated costs involved for each application.

The Director of Planning and Building Control advised the Committee that, given the points raised during discussion, it might wish to opt for Option 2 or 3.

After further discussion, it was

Moved by Councillor Ó Néill,
Seconded by Councillor McCann and

Resolved – that the Committee approves and authorises Option 3 of the proposed fees, as detailed above, and authorises the publication of the proposed fees to commence consultation with licence holders.

Chairperson