

Record of Officer Decision

Pavement Licences Fees

Decision Taker and Date Decision Taken:

Director of Finance, in consultation with the Leader of the Council, the Cabinet Lead for Finance and the Chief Executive, on 10 May 2024

Summary of Matter or Issue Requiring Decision:

The Pavement Licensing provisions within the Levelling Up and Regeneration Act 2023 commenced on 31 March 2024. The Department for Levelling Up, Housing and communities notified Local Authorities of the change to the charging regime on 2 April 2024 and therefore these fees were not included in the Council's annual fee review.

The provisions within the Levelling Up and Regeneration Act 2023 cap the fees at £500 for first time applications and £350 for renewal applications, subject to each local authority deciding on the level of fee up to the cap. These fees are the same for all businesses, regardless of the size their pavement licence.

Local Authorities are now able to grant pavement licences for a maximum of two years, however we would have to have a good reason to issue for a shorter length, e.g. a planned change to the area.

Decision Taken:

That Pavement Licence Fees be set at:

Pavement Licence (Issued for a maximum of 2 years)	Part A (Application Fee)	Part B (Trading fee)	Total fee (2 year licence)
New application	£250	£250	£500
Renewal application	£100	£250	£350

Summary of Reason(s) for Decision Taken:

To give effect to the fees for Pavement Licences set out in the Levelling Up and Regeneration Act 2023 which commenced on 31 March 2024.

Summary of Alternatives or Options considered and rejected and Background Papers:

None.

Details of any conflict of interest and dispensation granted to the Officer taking the decision or by any Member of the Council in delegating responsibility for any specific express delegation:

None.

Implementation:

This decision will be implemented immediately.

A copy of this decision and any supporting documentation considered by the Officer taking this decision may also be available for inspection by the public at the Council's offices or posted upon payment of any copying and postage charges. Any member of the public wishing to take up either of these options is asked to please ring (01803) 207087 or email governance.support@torbay.gov.uk

Signed: _____ Date: _____
(Director of Finance)