

Cheltenham Borough Council

Licensing Sub-Committee – 1 November 2017

Establishment of a Working Group for Street Trading Licensing Policy Review

Report of the Licensing Officer

1. Summary and recommendation

- 1.1 Cheltenham Borough Council's current Street Trading Licensing Policy was adopted in February 2016. Licensing policies are normally reviewed at three yearly intervals or sooner and Members have expressed a need to review the street trading policy.
- 1.2 To facilitate this review and better engage with key stakeholders, officers are looking to establish a working group.
- 1.3 **The licensing sub-committee, being the sub-committee with responsibility for decision making in street trading applications, is recommended to:**
 - 1.3.1 **Approve the establishment of a working group as outlined in this report; and**
 - 1.3.2 **Receive nominations from members of the miscellaneous licensing sub-committee who would wish to participate in the working group – this can be up to all 5 members; and**
 - 1.3.3 **Approve the working group's terms of reference and the scope of the review, as attached at appendix A.**

1.7 Implications

Legal Legal advice may be sought on any proposals arising out of the review of the licensing policy.

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2. Working Groups

- 2.1 The current policy relating to the licensing of street trading in Cheltenham was adopted in February 2016. Members have expressed a desire for the policy to be reviewed.
- 2.2 To facilitate the review in the context of the wider corporate policies and strategies under which this policy sits, and to better engage with key stakeholders, officers consider it beneficial to establish a working group.

- 2.3 The terms of reference for the working group and the scope of the review are attached at appendix A.
- 2.4 The working group will consist of:
- Up to 5 members of the licensing miscellaneous sub-committee;
 - CBC officers from both the licensing and public realm teams;
 - Representatives from Cheltenham's Business Improvement District (BID);
 - Representatives from the street trading community; and
 - Representatives from Gloucestershire County Council Highways.
- 2.5 It is anticipated that the working group will meet on 3 occasions, after which the full Licensing Committee will have an opportunity to agree the draft policy, before Executive permission is sought for the draft policy to go out to consultation.

Background Papers

Service Records

Adopted Street Trading Policy

Case Officer

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