

Agenda

Environment and Licensing Committee

Date: **Tuesday 10 March 2026**

Time: **4.15 pm**

Place: **Council Chamber**

For any further information please contact:

Democratic Services

committees@gedling.gov.uk

0115 901 3844

Environment and Licensing Committee

Membership

Chair Councillor Alison Hunt

Vice-Chair Councillor Marje Paling

Councillor Jim Creamer
Councillor Rachael Ellis
Councillor Andrew Meads
Councillor Julie Najuk
Councillor Sue Pickering
Councillor Alex Scroggie
Councillor Martin Smith
Councillor Clive Towsey-Hinton
Councillor Paul Wilkinson

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Responsibility of Committee:

- 1) All non-executive functions of the Council with regard to:
 - a) Environmental health
 - b) Health and safety at work (other than the exercise of the functions of the Council in the capacity of employer)
 - c) Food hygiene and safety
 - d) Animal health and hygiene
- 2) The determination of applications for licences, approvals, consents, permission or registration or direct regulation of any person or the enforcement of any such licence, approval, consent, permission or regulation with regard to the functions in relation to contaminated land, control of pollution, air quality and noise and statutory nuisance listed in Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000.

- a) All non-executive functions of the Council with regard to licensing and registration of:
 - 1) Caravan sites
 - 2) Hackney Carriages and Private Hire Vehicles, drivers and operators
 - 3) Entertainments
 - 4) Betting, gaming and lotteries
 - 5) Theatres and cinemas
 - 6) Street trading and markets
 - 7) All other licensing functions listed in Part B of Schedule 1 to the Regulations other than those relating to streets and highways.
- b) Any function relating to contaminated land
- c) The discharge of any function relating to the control of pollution or the management of air quality.
- d) The service of an abatement notice in respect of a statutory nuisance
- e) The passing of a resolution that Schedule 2 to the Noise and Statutory Nuisance Act 1993 should apply in the authority's area.
- f) The inspection of the authority's area to detect any statutory nuisance
- g) The investigation of any complaint as to the existence of a statutory nuisance.

1. Power to issue licences authorising the use of land as a caravan site.
2. Power to license the use of movable dwellings and camping sites.
3. Power to license Hackney Carriages and Private Hire Vehicles.
4. Power to license drivers of Hackney Carriages and Private Hire Vehicles.
5. Power to grant permits in respect of premises with amusement machines.
6. Power to register societies wishing to promote lotteries.
7. To consider applications for hazardous substances consent.
8. Power to grant permits in respect of premises where amusements with prizes are provided.
9. Power to consider and determine applications for public entertainment licences.
10. Power to license sex shops and sex cinemas.
11. Power to license performances of hypnotism.
12. Power to license premises for acupuncture, tattooing, ear piercing and electrolysis.
13. Power to license markets and street trading.
14. Power to license night cafes and take away food shops.
15. Power to license dealers in game and the killing and seeking of game.
16. Power to register and license premises for the preparation of food.
17. Power to license scrap yards.
18. Power to license premises for the breeding of dogs.
19. Power to license pet shops and other establishments where animals are kept or bred for the purposes of carrying on a business.
20. Power to license dangerous wild animals.
21. Power to license knackers' yards.
22. Power to license persons to collect for charitable and other causes.
23. Power to approve meat product premises and to approve premises for the production of minced meat or meat preparations.
24. Power to approve dairy establishments and egg product establishments.
25. Power to issue licences to retail butchers' shops carrying out commercial operations in relation to unwrapped raw meat and selling both raw meat and ready to eat foods.
26. To keep a register of food business premises.
27. Power to register food business premises.
28. Power to issue arena and theatre licences.
29. Power to license zoos.
30. To consider and determine applications for public entertainment licences.

31. The functions of the Council under the following legislation:

- I. House to House Collections Act 1939 as amended by the Local Government Act 1972;
- II. Betting, Gaming and Lotteries Act 1963 - 1971 as amended by the Gaming and Lotteries (Amendment) Act 1980.
- III. Gaming Act, 1968 as amended by the Lotteries and Amusement Act 1976.

32. Power to fix those fees and charges falling within the remit of the Committee.

AGENDA

Page

- 1 **Apologies for Absence and Substitutions.**
- 2 **To approve, as a correct record, the minutes of the meeting held on 13 January 2026.** 7 - 9
- 3 **Declaration of Interests.**
- 4 **Proposed General Licensing Fees for 2026/27** 11 - 27
Report of Director of Place
- 5 **Any other item which the Chair considers urgent.**
- 6 **Exclusion of the Press and Public.**
To move that under Section 100(A)(4) of the Local Government Act 1972 the public and press be excluded from the meeting during consideration of the ensuing reports on the grounds that the reports involve the likely disclosure of exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A of the Local Government Act 1972.
- 7 **Application for a one year Joint Hackney Carriage/Private Hire Drivers Licence- JS** 29 - 35
Report of Director of Place.
- 8 **Application for a three year Joint Hackney Carriage/Private Hire Drivers Licence - MC** 37 - 39
Report of Director of Place.
- 9 **Application for a three year Joint Hackney Carriage/Private Hire Drivers Licence - MZ** 41 - 43
Report of Director of Place.
- 10 **Change of Circumstance of Joint Hackney Carriage / Private Hire Drivers Licence No 3483- FJ** 45 - 47
Report of Director of Place.

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MINUTES ENVIRONMENT AND LICENSING COMMITTEE

Tuesday 13 January 2026

Councillor Alison Hunt (Chair)

Present: Councillor Marje Paling Councillor Alex Scroggie
Councillor Jim Creamer Councillor Martin Smith
Councillor Rachael Ellis Councillor Clive Towsey-Hinton
Councillor Andrew Meads Councillor Paul Wilkinson
Councillor Julie Najuk

Absent: Councillor Sue Pickering

Officers in Attendance: C Allcock, B Hopewell, A Hutchinson and R Towlson

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Pickering.

2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 2 DECEMBER 2025

RESOLVED:

That the minutes of the above meeting, having been circulated, be approved as a correct record.

3 DECLARATION OF INTERESTS.

None.

4 REMOVAL OF HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLE LICENCE CONDITION 8 RELATING TO VEHICLE RE-TEST FEES.

Consideration was given to a report of the Director of Place, which had been circulated in advance of the meeting, seeking approval to remove Hackney Carriage and Private Hire Vehicle Licence Condition 8.

RESOLVED to:

Approve the removal of condition 8 of the Hackney Carriage and Private Hire Vehicle Licence Conditions.

5 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

6 EXCLUSION OF THE PRESS AND PUBLIC.

RESOLVED:

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing reports on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A of the Local Government Act 1972.

7 APPLICATION FOR A ONE YEAR JOINT HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE - MR

Consideration was given to a report of the Corporate Director of Place which had been circulated prior to the meeting, regarding an application for a one year joint Hackney Carriage/Private Hire Driver's Licence for MR.

MR attended the meeting along with a solicitor who addressed the Committee on MR's behalf.

In making the decision the Committee applied the Council's approved Policy and Guidelines.

RESOLVED to:

- 1) Approve MR's application for a one year Joint Hackney Carriage/Private Hire Driver's Licence; and
- 2) Issue a warning to the applicant that further such incidents of dishonesty would result in another appearance before the committee.

8 CHANGE OF CIRCUMSTANCES OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE - AUH

Consideration was given to a report of the Director of Place, which had been circulated in advance of the meeting, regarding a change of circumstances following information received about the holder of a Joint Hackney Carriage/ Private Hire Driver's Licence.

AUH attended the meeting along with a friend who interpreted and addressed the Committee on AUH's behalf.

In making the decision the Committee applied the Council's approved Policy and Guidelines.

RESOLVED to:

- 1) Suspend AUH licence for 28 days.
- 2) Give AUH 21 days to surrender his licence; and
- 3) Issue a warning to AUH that such conduct fell short of the expected standard for Hackney Carriage Drivers and that further such incidents would result in another appearance before the Committee.

AUH was advised of his right to appeal against the decision of the Committee.

9 CHANGE OF CIRCUMSTANCES OF JOINT HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE - KY

Consideration was given to a report of the Director of Place, which had been circulated in advance of the meeting, regarding a change of circumstances following information received about the holder of a Joint Hackney Carriage/ Private Hire Driver's Licence.

KY attended the meeting along with a family member and an interpreter, and they both addressed the Committee on KY's behalf.

In making the decision the Committee applied the Council's approved Policy and Guidelines.

RESOLVED:

To revoke the Hackney Carriage/Private Hire Driver's Licence held by KY with immediate effect.

KY was advised of the right of appeal against the decision of the Committee.

The meeting finished at 6.15 pm

Signed by Chair:
Date:

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Report to Environment and Licensing Committee

Subject: Proposed General Licensing Fees for 2026/27

Date: 10th March 2026

Author: Director of Place

Wards Affected

Borough-wide

Purpose

The report details a revised set of fees and charges for the licensing service and seeks approval for their introduction from 1st April 2026.

Recommendation(s)

- a) To approve the revised general licensing fees and charges attached at Appendix 1 for massage and special treatment, ear piercing, acupuncture, tattooing, electrolysis, animal licensing and mobile homes.
- b) To approve the price revisions to be introduced from 1st April 2026.

1 Background

- 1.1 The fixing of fees proposed in the attached fee schedule at Appendix 1 for 2026/27 is a function of the Environment and Licensing Committee as laid out in the Local Authorities (Functions and Responsibilities) (England) Regulations 2000.
- 1.2 The power to charge the fee for each type of licence is provided by statute as detailed in paragraph 5.1 below. All fees with the exception of the application for animal licensing activities are solely to cover the reasonable costs of administering the application, whether the application is approved or not. For animal licensing applications, the fee is broken down into part A, paid by all for an application and part B, paid additionally by successful applicants to cover the extra costs of maintaining and enforcing the licensing scheme. This approach is in line with the Provision of Services Regulations 2009 and the Services Directive 2006/123.

- 1.3 The Council cannot make a profit from licence fees and there must be a carry forward of any surplus/deficit. The deficit can be recovered through future year's fees. The reconciliation of any surplus and deficit to ensure the council is working towards full cost recovery must be undertaken in order to achieve a break-even position.
- 1.4 An internal review of the general licensing fees has been carried out on each licence/registration process from point of application through to issuing the licence and any associated steps, with the aim of working towards full cost recovery. The review took into account the costs incurred and the time taken for each step of the process of administering a licence application including inspection of any premise, the administration of recording the application and issuing the licence and advice given during the process to ensure that the legal requirements are met.
- 1.5 The proposed fees for 2026/27 are attached at Appendix 1. There are some increased costs included in the 2026/27 fees compared to 2025/26, for example, inflationary pressures and pay awards which have been consistently applied to all the Council's services.
- 1.6 Benchmarking data is important when setting fees and charges. However, this service cannot make a surplus and therefore benchmarking is not relevant in this circumstance.

2 Proposal

- 2.1 It is proposed that the general licensing fees attached at Appendix 1 for massage and special treatment, ear piercing, acupuncture, tattooing, electrolysis, animal licensing, and mobile homes be approved to come into force from 1st April 2026.

3 Alternative Options

- 3.1 That the fee increase is not approved or the fees are not increased to the level requested. This is not recommended due to such options resulting in the Council not moving towards operating the service at full cost recovery requiring a higher subsidy from the council taxpayer.

4 Financial Implications

- 4.1 A full review of the General Licensing fees was undertaken in the 2024-25 financial year which identified that the current fees were significantly lower than required to achieve full cost recovery. To be fair and equitable the fees for 2024-25 were increased by the midpoint, between what they were previously and full cost recovery with the intention that they would be brought back in line gradually in future financial years. No increase to the fees was then applied for 2025-26 as the fees were increased part way through the year in 2024-25 and the intention was to re-align the fee increases with the start of the financial year in April.

An increase of 3.5% (rounded) is proposed for the fees in 2026-27 and this reflects the pay award and general inflationary increases. This does not achieve full cost

recovery and it is acknowledged that this may not be practical as the increase would be higher and it would have a negative impact on local businesses.

5 Legal Implications

- 5.1
- Section 11 (5) of the Nottinghamshire County Council Act 1985 allows the Council to charge a reasonable fee to cover the expense to the Council in dealing with an application for a licence to carry on an establishment for massage or special treatment.
 - Section 14(6) and 15(6) of the Local Government (Miscellaneous Provisions) Act 1982 allows the Council to charge such reasonable fees as they may determine for the registration of premises and persons carrying on the business of ear piercing, tattooing, electrolysis or acupuncture
 - The power to charge fees for the grant, transfer, alteration and annual licence fee for mobile home's applications comes from the Caravan Sites and Control of Development Act 1960 as amended. As in accordance with the Act, the Council has prepared and published a Mobile Homes Fees policy which covers the fee setting regime. The council also adopted a Fit and Proper Person policy which includes a fee set for assessing applications from site operators to determine if they are fit and proper.
 - Regulation 13 of the Animal Welfare (Licensing of Activities Involving Animals)(England) Regulations 2018 allows the Council to charge such fees as it considers necessary and reasonable for:
 - The consideration of an application for the grant, renewal or variation of a licence including any inspection required.
 - The reasonable anticipated costs of consideration of a licence holder's compliance with the regulations and any conditions to which the licence holder is subject.
 - The reasonable anticipated costs of enforcement in relation to unlicensed operators.
 - The reasonable anticipated costs of providing the Secretary of State with specified information.
 - Case law considering the Provision of Services Regulations 2009 and the Services Directive 2006/123 affect upon fees charged by licensing authorities has confirmed that the fee for the application must only cover the costs for granting the licence. If the application is successful, a further fee can be charged to cover the running and enforcement costs of the licensing scheme, subject to such fees being proportionate.

Officers are satisfied that the fees at Appendix 1 have been calculated in line with the legislative powers.

6 Equalities Implications

- 6.1 An Equality Impact Assessment can be found at Appendix 2, the equalities impacts arising from this report are considered neutral.

7 Carbon Reduction/Environmental Sustainability Implications

- 7.1 A climate impact assessment can be found in appendix 3, there are no carbon reduction/sustainability implications arising from this report.

8 Appendices

- 8.1 Appendix 1: Proposed general licensing fees for 2026/27.

- 8.2 Appendix 2: Equality Impact Assessment.

- 8.3 Appendix 3: Climate Impact Assessment

9 Background Papers

- 9.1 None.

Statutory Officer approval

Approved by the Chief Financial Officer

Date:

Approved by the Monitoring Officer

Date:

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Proposed Public Protection fees 2026/27

Type of Fee	2025/26 £	2026/27 £
Massage and Special Treatment		
Initial and renewal fee for Special treatment involving massage at salons/studios and initial application fee for sole traders	318.00	329.00
Special treatment involving massage sole trader renewal	265.00	274.00
Special treatment (no massage – eg. only sunbed)	340.00	352.00
Special treatment (no massage - e.g sauna, steam room, jacuzzi)	331.00	343.00
Laser treatment - first application plus MST/ST fee	354.00	366.00
Laser treatment-renewal plus	217.00	225.00
Laser treatment-variation	352.00	364.00
Registrations – Ear piercing/tattooing/electrolysis/acupuncture/cosmetic piercing/semi-permanent skin colouring		
New application including one person and premises combined	317.00	328.00
Additional person fee	102.00	106.00
Mobile Home		
New site licence	795.00	823.00
Transfer/amendment	267.00	276.00
Annual pitch	9.00	9.00
Mobile Home Fit and Proper Person		
Application for inclusion on register	267.00	276.00
Annual Fee	229.00	237.00
Transfer fee	155.00	160.00

Type of Fee	2025/26 £	2026/27 £
Animal Activity		
Dog Breeding, 1 year licence		
Application / renewal fee	303.00	314.00
Grant of licence fee	161.00	167.00
Total fee	464.00	481.00
Dog Breeding, 2 year licence		
Application / renewal fee	303.00	314.00
Grant of licence fee	129.00	134.00
Total fee	432.00	448.00
Dog Breeding, 3 year licence		
Application / renewal fee	303.00	314.00
Grant of licence fee	103.00	107.00
Total fee	406.00	421.00
Cattery-Boarding Kennels, 1 year licence		303.00
Application / renewal fee	293.00	
Grant of licence fee	166.00	172.00
Total fee	459.00	475.00
Cattery-Boarding Kennels, 2 year licence		
Application / renewal fee	293.00	303.00
Grant of licence fee	133.00	138.00
Total fee	426.00	441.00
Cattery-Boarding Kennels, 3 year licence		
Application / renewal fee	293.00	303.00
Grant of licence fee	106.00	110.00
Total fee	399.00	413.00
Horse Riding, 1 year licence		
Application / renewal fee	304.00	315.00
Grant of licence fee	131.00	170.00
Total fee	435.00	485.00
Horse Riding, 2 year licence		
Application / renewal fee	304.00	315.00
Grant of licence fee	131.00	136.00
Total fee	435.00	451.00
Horse Riding, 3 year licence		
Application / renewal fee	304.00	315.00
Grant of licence fee	105.00	109.00
Total fee	409.00	424.00

Type of Fee	2025/26 £	2026/27 £
Home Boarding & Daycare		
1 year licence		
Application / renewal fee	297.00	307.00
Grant of licence fee	141.00	146.00
Total fee	438.00	453.00
Home Boarding & Daycare		
2 year licence		
Application / renewal fee	297.00	307.00
Grant of licence fee	113.00	117.00
Total fee	410.00	424.00
Home Boarding & Daycare		
3 year licence		
Application / renewal fee	297.00	307.00
Grant of licence fee	90.00	93.00
Total fee	387.00	400.00
Pet Shop, Year 1		
Application / renewal fee	322.00	333.00
Grant of licence fee	133.00	138.00
Total fee	455.00	471.00
Pet Shop, Year 2		
Application / renewal fee	322.00	333.00
Grant of licence fee	106.00	110.00
Total fee	407.00	443.00
Pet Shop, Year 3		
Application / renewal fee	322.00	333.00
Grant of licence fee	85.00	88.00
Total fee	407.00	421.00
Exhibiting animals		
Application / renewal fee	348.00	360.00
Grant of licence fee	55.00	57.00
Total fee	403.00	417.00
For dog breeding and horse riding establishments there will be an additional fee to cover the costs of the vet's fees for the inspection.		
Rescore fee	245.00	254.00
Licence variation fee	54.00	56.00

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Equality Impact Assessment

Name of project, policy, function, service or proposal being assessed:	Proposed General Licensing Fees for 2026/27				
The main objective of (please insert the name of accessed document stated above):	Proposed General Licensing Fees for 2026/27				
<p>What impact will this taxi fees report have on the following groups? Please note that you should consider both external and internal impact:</p> <ul style="list-style-type: none"> • External (e.g. stakeholders, residents, local businesses etc.) • Internal (staff) 					
		Negative	Positive	Neutral	Comments
Please use only 'Yes' where applicable					
<u>Gender</u>	External			Yes	
	Internal			Yes	
<u>Gender Reassignment</u>	External			Yes	
	Internal			Yes	
<u>Age</u>	External			Yes	
	Internal			Yes	

<u>Marriage and civil partnership</u>	External			Yes	
	Internal			Yes	
<u>Disability</u>	External			Yes	
	Internal			Yes	
<u>Race & Ethnicity</u>	External			Yes	
	Internal			Yes	
<u>Sexual Orientation</u>	External			Yes	
	Internal			Yes	
<u>Religion or Belief (or no Belief)</u>	External			Yes	
	Internal			Yes	
<u>Pregnancy & Maternity</u>	External			Yes	
	Internal			Yes	
<u>Other Groups</u> (e.g. any other vulnerable groups, rural isolation, deprived areas, low income staff etc.)	External			Yes	
	Internal			Yes	

Please state the group/s:

Please state the group/s:					
_____	_____				
_____	_____				

Is there is any evidence of a high disproportionate adverse or positive impact on any groups?		No	Comment
Is there an opportunity to mitigate or alleviate any such impacts?		No	Comment
Are there any gaps in information available (e.g. evidence) so that a complete assessment of different impacts is not possible?		No	Comment

In response to the information provided above please provide a set of proposed action including any consultation that is going to be carried out:

Planned Actions	Timeframe	Success Measure	Responsible Officer

Authorisation and Review

Completing Officer	Sam Palmer
Authorising Head of Service/Director	Mike Avery
Date	13.02.26
Review date (if applicable)	2027

Climate Impact Assessment

Name of project, policy, function, service or proposal being assessed:	General Licensing fees for 2026/27			
The main objective of Public Protection Fees and Charges:	To recover the costs incurred by the council providing a range of licensable services to the community and businesses			
What impact will this (please insert the name) have on the following Please read guidance before completing.				
Category	Negative	Positive	No impact/ Negligible change	Mitigation/ Comments
Behaviour & Culture Change			X	The proposed fees do not have any climate change related impacts.
Built Environment			X	The proposed fees do not have any climate change related impacts.
Transport			X	The proposed fees do not have any climate change related impacts.

Energy, Natural Resources & Climate Change			X	The proposed fees do not have any climate change related impacts.
Waste Reduction & Recycling			X	The proposed fees do not have any climate change related impacts.
Blue-Green Infrastructure/Biodiversity			X	The proposed fees do not have any climate change related impacts.
Procurement & Purchasing			X	The proposed fees do not have any climate change related impacts.

In response to the information provided above please provide if there is any proposed action including any consultation that is going to be carried out

Planned Actions	Timeframe	Potential Outcome	Responsible Officer

Authorisation and Review

Completing Officer	Food, Health and Housing Manager
Authorising Head of Service/Director	Director of Place
Date	13th February 2026
Review date (if applicable)	N/A

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