

Agenda

Environment and Licensing Committee

Date: **Tuesday 7 July 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 02 June 2026.** 7 - 8
- 3 **Declaration of Interests.**
- 4 **Implementation of Primate Licensing.** 9 - 15
Report of Director of Place.
- 5 **Fees for Dangerous Wild Animal Licensing.** 17 - 21
Report of Director of Place.
- 6 **Any other item which the Chair considers urgent.**
- 7 **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.
- 8 **Application for a one year Joint Hackney Carriage/Private Hire Drivers Licence NW.** 23 - 25
Report of Director of Place.
- 9 **Application for a one year Joint Hackney Carriage/Private Hire Drivers Licence KA.** 27 - 33
Report of Director of Place.
- 10 **Change of Circumstances of Hackney Carriage/Private Hire Drivers Licence No. 3635 – IS.** 35 - 37
Report of Director of Place.

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MINUTES ENVIRONMENT AND LICENSING COMMITTEE

Tuesday 2 June 2026

Councillor Alison Hunt (Chair)

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

Absent: Councillor Jim Creamer

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

26 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

None.

27 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 21 APRIL 2026.

RESOLVED:

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

28 DECLARATION OF INTERESTS.

None.

29 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

30 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.

**31 CHANGE OF CIRCUMSTANCES OF HACKNEY
CARRIAGE/PRIVATE HIRE DRIVERS LICENCE NO. 2553 MS**

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.

MS attended the meeting and he addressed the Committee.

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

RESOLVED:

To take no action.

**32 CHANGE OF CIRCUMSTANCES OF HACKNEY
CARRIAGE/PRIVATE HIRE DRIVERS LICENCE NO.3635 IS**

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

Members were advised that the solicitor acting on behalf of IS had provided evidence confirming that IS was not in the UK and was therefore unable to attend the meeting on this date.

RESOLVED to:

Defer consideration of the matter to the next available meeting of the Committee.

The meeting finished at 4.45 pm

Signed by Chair:

Date:



Report to Environment & Licensing Committee

Subject: Implementation of Primate Licensing

Date: 7th July 2026

Author: Director of Place

Purpose

To advise Members of the changes in animal welfare licensing legislation following the implementation of Animal Welfare (Primate Licences) (England) Regulations 2024

To advise Members of the changes in the procedures for the grant and administration of licences relating to the licensable activities;

To approve the proposed fees for the processing and enforcement of licences issued by the Council under Animal Welfare (Primate Licences) (England) Regulations 2024

Recommendation(s)

THAT:

- 1) Members note the contents of the report and the procedural changes being made by the Council to administer the new animal activities licensing regime.**
- 2) Members approve the fees attached at Appendix 1 for the new animal licensing process.**
- 3) Members delegate authority to the Director of Place to exercise all functions under Animal Welfare (Primate Licences) (England) Regulations 2024, including authority to appoint named Officers as Inspectors under the Regulations.**

1 Background

Changes in Legislation

- 1.1 Under Section 12 of the Animal Welfare Act 2006 the Secretary of State for Environmental Food and Rural Affairs (DEFRA) have the power to create new regulations to Promote the welfare of animals.
- 1.2 The Secretary of state has elected to regulate the keeping of primates by private individuals via the Animal Welfare (Primate Licences) (England) Regulations 2024. The Regulations will not apply to licensed Zoos or where a primate is kept for prescribed temporary purposes. The regulations have seen a soft implementation for voluntary applications to obtain a licence from 6 April 2025 and will become a requirement for all keepers of primates on 6 April 2026. No contact has been received to date regarding this.
- 1.3 The regulations require the keeper of any species of primate other than human beings (*Homo sapiens*) to hold a licence which will include conditions requiring the keeper to provide for the needs of the animals they care for including:
 - for a suitable environment
 - for a suitable diet
 - to be able to exhibit normal behaviour patterns
 - to be housed with, or apart from, other animals
 - to be protected from pain, suffering, injury, and disease
- 1.4 To keep some species of primate already requires a licence under the Dangerous Wild Animals Act 1976. No such primates are currently licensed within the Gedling district. The Council hold no record of primates not falling within the 1976 Act so have no indication on the numbers of licences which will be applied for however, numbers are expected to be low.
- 1.5 Inspection

The Regulations require a 'qualified inspector' to carry out these inspections. A qualified inspector must hold a level 3 certificate granted by an approved training provider relating to inspection and licensing of animal activity businesses. This will be carried out by suitably qualified Officers

within the team.

- 1.6 In addition to the qualification requirements mentioned, in the case of the primate licences the inspector must still be accompanied by a veterinary surgeon.
- 1.7 The regulations stipulate that a licence must be for a three-year period unless the applicant requests it for a lesser period. It is proposed that as well as granting a three-year licence the Council will allow applications for a two-year licence to align with any Dangerous Wild Animals Act 1976 licence to reduce overall licensing and veterinary inspection costs for the applicant. Where an applicant does not require a DWA licence, a three-year licence will be issued which will reduce the cost and administrative burden on both the licence holder and the Council.
- 1.8 Having undertaken an inspection of a premises the Council must attach the general conditions and the relevant activity specific conditions before granting the licence.
- 1.9 When considering the conditions that are placed on a licence the Regulations state that the licensing authority may: suspend, vary or revoke a licence if they are satisfied that a) The licence conditions are not being complied with b) There has been a breach of the Regulations c) Information provided by the applicant was false or misleading d) It is necessary to protect the welfare of an animal
- 1.10 Where the authority chooses to issue, renew, vary, suspend or revoke/refuse a licence, the licence holder has 28 days, from the date the Council issues the decision, in which they can make written representations to the authority. These representations will be considered by the appropriate Service Manager and the applicant notified of the decision. If the applicant is still aggrieved with the decision they have 28 days from the date of the receipt of the decision to appeal to the first-tier tribunal.

1.11 **Fees**

The regulations require the Council to introduce licences for the keeping of primates. The Council have the power to charge fees in relation to any application relating to a primate licence under the regulations. Fees are proposed on the same basis as those for existing animal activities licences, that they shall consist of an application fee (payable on application) and a licence fee (payable on approval of application). This process ensures an applicant who applies for, but is ultimately refused, a licence pays only for the time spent considering that application and not for the full duration of the licence.

- 1.12 It is not lawful for the Council to make a profit from its licensing functions, and the proposed fees have to be set, based on cost recovery, and a reasonable estimate of the costs of undertaking this.
- 1.13 The fees are split into two parts. An 'application fee' payable at the time of submitting an application to cover the Council's costs in considering and determining the licence, and a 'grant fee' payable on the grant of a licence to cover ongoing costs incurred by the Council for enforcement and compliance. The proposed fees are set out in Appendix 1. In addition to the appendix 1 licence fees the applicant will also have to pay separately for the costs of a specialist vet to assist with the inspection.

2 Proposal

2.1 It is proposed;

- That Members note the implications of the Regulations and the procedural changes being made by the Council to administer the new licensing regime.
- That Members approve the Animal Activity Licensing fees attached at Appendix 1.
- That Members delegate authority to the Director of Place to exercise all functions under The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018, including authority to appoint named Officers as Inspectors under the Regulations.

3 Alternative Options

- 3.1 Licensing for Primate ownership will be mandatory under legislation after 6 April 2026. As this is a statutory requirement the council must administer licence applications and should not delegate authority to officers the determination of licence applications, renewals, revocations, refusals, variations and suspensions would need to be determined by the Environment and Licensing Committee.,

4 Financial Implications

- 4.1 The proposed fees and charges are designed to ensure that the service operates on a full cost recovery basis. A reconciliation will take place to ensure that the fees do meet full cost recovery and does not generate a surplus. The fee will be reviewed annually in line with other General Licensing fees.

5 Legal Implications

- 5.1 From 6 April 2026, the Council, as licensing authority, must administer the Animal Welfare (Primate Licences) (England) Regulations 2024, including determining applications, granting/refusing licences, attaching and enforcing conditions, and (where the statutory tests are met) varying, suspending or revoking licences. Decisions must be lawful, reasonable and procedurally fair, supported by the required inspection evidence. Applicants must be allowed to make representations and appeal to the First-tier Tribunal within the timescales in the Regulations. The Regulations set out detailed provisions regarding the scope of licensable activity, application and renewal processes, mandatory licence conditions, inspection arrangements, enforcement powers, and offences.
- 5.2 Local authorities are required to have regard to statutory guidance issued under Regulation 20 when exercising any function under the Regulations. This guidance provides detailed direction on inspection, decision-making, enforcement, and the application of the minimum welfare standards.
- 5.3 Failure to obtain a primate licence, failure to comply with licence conditions, or obstruction of authorised inspectors constitutes an offence, and may result in sanctions including licence revocation, rectification notices, and prosecution. Regulation 18 also provides powers of entry, and Part 3 provides for additional post-conviction powers to protect animal welfare.
- 5.4 The delegations sought are necessary to ensure the Council can meet its statutory obligations, administer licences efficiently, and enforce compliance to uphold the welfare standards mandated by the Regulations. They will also ensure alignment with the statutory guidance, which local authorities are legally required to follow when discharging their responsibilities.
- 5.5 Fees must be set in line with the Regulations and on a cost-recovery basis, supported by an auditable rationale, with appropriate delegations, guidance and records to reduce the risk of complaint, appeal or judicial review.

6.1 Local Government Reorganisation Implications

- 6.1 Once LGR has been implemented and the new council has been established the licence fees will be reviewed to reflect the new costs of providing the service. The licence conditions should remain the same as the council proposes to use the conditions in the legislation until these are updated by Government.

7 Equalities Implications

- 7.1 The Council must have due regard to the Public Sector Equality Duty under section 149 of the Equality Act 2010 when implementing and administering the primate licensing regime. The proposals are not anticipated to have a disproportionate adverse impact on any group with protected characteristics; however, the Council will ensure that application information and processes are accessible, provide reasonable adjustments where required, and monitor any equality-related issues arising through enquiries, applications, inspections and enforcement activity.

8 Carbon Reduction/Environmental Sustainability Implications

- 8.1 No implications have been identified

9 Appendices

- 9.1 Appendix 1 – Proposed Fees

10 Background Papers

- 10.1 [Licensing process for keeping primates - GOV.UK](#)
[The Animal Welfare \(Primate Licences\) \(England\) Regulations 2024](#)
[Licence conditions for primate keepers \(Schedule 1\) - GOV.UK](#)
[Callitrichids: licence conditions for keepers \(Annex A\) - GOV.UK](#)

Statutory Officer approval

Approved by:

Date:

On behalf of the Chief Financial Officer

Approved by:

Date:

On behalf of the Monitoring Officer

Appendix 1

Primate Licensing fees 26/27

Application / renewal Part 1 fee	£415
Grant licence Part 2 fee	£173
Total	£588

Combined fee instead of the above for applications that are both Primates and Dangerous Wild Animals.

Combined DWA & Primates Application / renewal Part 1 fee	£484
Combined DWA & Primates Grant licence Part 2 fee	£195
Total	£680

*Please note Vet fees are recovered separately in addition to the above to cover the cost of the vet inspection associated with this service.

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Report to Environment & Licensing Committee

Subject: Fees for Dangerous Wild Animal ("DWA") Licensing

Date: 7th July 2026

Author: Director of Place

Purpose

To approve the proposed fees for the processing and enforcement of licences issued by the Council under Dangerous Wild Animal Act 1976 (the "Act")

Recommendation(s)

THAT:

- 1) Members approve the fees attached at Appendix 1 for a DWA Licence**

1 Background

- 1.1 The Act regulates the keeping of certain wild animals to ensure public safety and animal welfare, requiring individuals to obtain a licence for specific species. The Act was enacted in 1976 and last updated in 2010 to address the growing trend of individuals keeping potentially DWA's as pets in private settings. It aims to minimise risks to public safety and ensure the welfare of the animals by imposing regulations on their care and management. The Act has an accompanying Schedule that specifies the kinds of DWA's for which a person must obtain a licence. The Schedule of animals where a licence is required was last updated in 2007.
- 1.2 Changes with the introduction of a mandatory Primate Licence has prompted a review of the current arrangements for DWA licences and subsequent fees due to cross over. It has been established that there has been no fee set for DWA licences since 2019. Currently there are no

Dangerous Wild Animal licences granted within the Gedling area.

1.3 Inspection

The Act require a 'qualified inspector' to carry out these inspections. The service will be carried out by suitably qualified Officers within the team.

- 1.4 Additionally, in the case of the dangerous wild animal licences the council officers must be accompanied by a qualified veterinary surgeon who will also complete the inspection.

- 1.5 The Act allows for the granting of licenses for a duration of 2 years.

- 1.6 Having undertaken an inspection of a premises the Council must attach relevant activity specific conditions before granting the licence.

- 1.7 When considering the conditions that are placed on a licence the Regulations state that the licensing authority may: vary or revoke a licence if they are satisfied that a) The licence conditions are not being complied with b) There has been a breach of the Regulations c) Information provided by the applicant was false or misleading d) It is necessary to protect the welfare of an animal

1.9 Fees

The Act allows the Council to charge a licence fee to meet the direct and indirect costs to the Council for granting a DWA licence. The fee proposed is based on the same basis as those for existing animal activities licences, they shall consist of an application fee (payable on application) and a licence fee (payable on approval of application). This process ensures an applicant who applies for, but is ultimately refused, a licence pays only for the time spent considering that application and not for the full duration of the licence.

- 1.10 It is not lawful for the Council to make a profit from its licensing functions, and the proposed fees have to be set, based on cost recovery and a reasonable estimate of the costs of undertaking this.

- 1.11 The fees are split into two parts. An 'application fee' payable at the time of submitting an application to cover the Councils costs in considering and determining the licence, and a 'grant fee' payable on the grant of a licence to cover ongoing costs incurred by the Council for enforcement and compliance. The proposed fees are set out in Appendix 1. In addition to the appendix 1 licence fees the applicant will also have to pay separately for the costs of a specialist vet to assist with the inspection.

- 1.12 In cases where a Dangerous Wild Animals Licence is required and a Primate Licence is required then an additional small fee will be charged for

the administration aspect of the second licence in question as set out in Appendix 1. Should an applicant wish to exhibit a dangerous wild animal then a separate full application for an exhibiting animals licence will be required.

2 Proposal

2.1 It is proposed;

- That Members approve the DWA licence fees attached at Appendix 1.

3 Alternative Options

3.1 Members could decide to retain the existing fee which would not cover the costs of the council providing the service.

4 Financial Implications

4.1 The proposed fees and charges are designed to ensure that the service operates on a full cost recovery basis. The previous fee has not been updated since 2018/19 and does not cover the current costs of providing the service. The proposed fee is comparable to the proposed primate licensing fee and fractionally greater than the currently established animal licensing fees due to the increased work involved. A reconciliation will take place to ensure that the fees do meet full cost recovery and does not generate a surplus. The fee will be reviewed annually in line with other General Licensing fees.

5 Legal Implications

5.1 The Council's powers in relation to Dangerous Wild Animals derive from the [Dangerous Wild Animals Act 1976](#). The Act requires the application to be accompanied by a fee sufficient to meet the direct and indirect costs incurred by the Council as a result of the application; accordingly, the proposed fees must be set on a cost recovery basis and not so as to generate a profit.

6 Local Government Reorganisation Implications

6.1 Once LGR has been implemented and the new council has been established the licence fees will be reviewed to reflect the new costs of providing the service. The licence conditions should remain the same as the council proposes to use the conditions in the legislation until these are updated by Government.

7 Equalities Implications

7.1 No implications have been identified.

8 Carbon Reduction/Environmental Sustainability Implications

8.1 No implications have been identified

9 Appendices

9.1 Appendix 1 – Proposed Fees

10 Background Papers

10.1 None

Statutory Officer approval

Approved by:

Date:

On behalf of the Chief Financial Officer

Approved by:

Date:

On behalf of the Monitoring Officer

Appendix 1

Dangerous Wild Animals Licensing fees 26/27

Application / renewal Part 1 fee	£415
Grant licence Part 2 fee	£173
Total	£588

Combined fee instead of the above for applications that are both Dangerous Wild Animals and Primates

Combined DWA & Primates Application / renewal Part 1 fee	£484
Combined DWA & Primates Grant licence Part 2 fee	£195
Total	£680

*Please note Vet fees are recovered separately in addition to the above to cover the cost of the vet inspection associated with this service.

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