

Street Trading Consents

Application Guidance

This guidance is intended to explain the process for making application for a Street Trading Consent. It should be read in conjunction with Gateshead Council's Street Trading Policy.

If you wish to trade in a street in the Borough of Gateshead you **MUST** obtain a Consent from Gateshead Council. You may be prosecuted if you trade without Consent.

The streets in Gateshead Town Centre are prohibited areas which makes street trading illegal. However, every other street in the Borough is a Consent Street and a Consent is needed in order to lawfully trade.

To apply for a Consent you must complete the prescribed application form which can be obtained from the Licensing Section (contact details are set out overleaf), or from the Council's website. You must be eighteen years or over to be granted a Consent. You must also be aware that any assistants specified on your application must be sixteen years or over.

Your completed form must be accompanied by:

a) The fee

The fee varies according to the duration of the Consent you are applying for:

Type of Consent	Fee
Annual (12 month)	£1273.00
Summer season	£424.00
One week	£159.00
2 day	£53.00

Special event fees will be calculated based on a multiple of the 2 day fee as above, subject to a discount of 10% on the total fee.

A Direct Debit option may be available for payment of the Annual Consent fee. Please

ask a member of the Licensing Team for further details.

b) A location plan

The plan should set out any fixed location where the proposed trading is to take place and should be 1:1250 scale. It should show all residential and commercial premises in a 100m radius of the proposed site.

The Licensing Authority may require applicants to provide a further plan if necessary detailing the exact position of vans, carts, barrows, trailers etc on sites where necessary.

It is advisable to research your proposed location(s) and if necessary obtain the landowner's consent in the case of privately owned land before making your application. You should give at least three preferred locations on your application form, however, only one Consent will be granted.

c) Photos of the van, cart, barrow, trailer etc

The photographs should be A4 size, in colour and should clearly show the nature of the van, cart, barrow, trailer, vehicle or stall from which the trading is intended to take place showing front, side and rear views.

If you intend to operate a mobile street trading vehicle then you must submit a list of the streets where the proposed trading is to take place in lieu of a location plan.

d) Photos of the applicant and assistants

Two passport sized photographs, one endorsed, of the applicant and of each of any proposed assistants should be submitted.

Once your completed application is received by the Licensing Authority, it will be forwarded to a number of Consultees:

- Northumbria Police
- Tyne & Wear Fire and Rescue Service
- Gateshead Planning Authority
- Gateshead Environmental Health Authority
- Licensing Officer, Regulatory Services
- Senior Enforcement Officer, Regulatory Services
- Traffic Planning and Engineering Manager
- Ward Members
- Interested Parties – where relevant

A site assessment may be undertaken if necessary which will consider issues such as

- Road safety
- Parking Obstruction
- Sight lines
- Loss of amenity
- Lighting
- Local Orders
- The cart, barrow, etc

and a recommendation will be made to the Licensing Officer which will take into account

- Public safety
- Nuisance
- Compliance with relevant legislation
- Trading hours
- The nature of the activity
- The character of the area

If the application is not opposed by any of the Consultees, then the Licensing Officer will issue your Consent. The Consent will include a number of Standard Conditions unless you have specifically applied for one or more of the standard conditions not to apply. The standard conditions are set out in a separate document. You are required to comply with these conditions.

If the application is opposed by any of the Consultees, you will be invited to respond in writing and/or at a hearing before the Regulatory Committee as appropriate.

The Regulatory Committee may grant a Consent to you and impose tailored conditions as necessary, or refuse to grant a Consent to you.

If your application for a Consent is granted you will be required to provide the Licensing Officer with evidence of appropriate public and product liability insurance to cover a minimum value of £5,000,000 before your Consent will be issued.

Once a Consent is issued to you it cannot be transferred to another person.

Operation of Consents

Consultees or the Licensing Authority itself may seek a review of a Consent if they believe that the current operation under the Consent is not in accordance with the criteria set out above and the conditions attached to the Consent.

When a hearing before the Regulatory Committee takes place, the Committee will consider all information presented to it, and decide what course of action is appropriate. There are a range of responses that are open to the Committee on a review application. The Committee may –

- Take no further action
- Give the Consent Holder a written warning
- Impose additional conditions on the Consent
- Revoke the Consent.

APPLICATION CHECKLIST

I have Gateshead Council's Street Trading Policy	
Completed application form	
Fee	
Location plan or list of streets	
Photos of van, trailer etc	
Two photos of applicant (one endorsed)	
Two photos of each assistant (one endorsed)	

For further information contact:

The Licensing Section, Gateshead Council,
 Civic Centre, Gateshead NE8 1HH
 Tel: 0191 4334741
 Email: licensing@gateshead.gov.uk