



Regulatory Committee

**Thursday, 16 September
2021**

**Subject: Pavement Licenses - Extension of Sub Delegation to
Lincolnshire County Council**

Report by:

Assistant Director – Change Management &
Regulatory Services

Contact Officer:

Andy Gray
Housing and Enforcement Manager

andy.gray@west-lindsey.gov.uk

Purpose / Summary:

To propose that the existing Sub Delegation of
Pavement Licenses to Lincolnshire County
Council is extended until 30th September 2022

RECOMMENDATION(S):

Regulatory Committee are asked to approve that:

- a) The Districts Council's function in relation to "Pavement Licenses" under the Business and Planning Bill Act 2020 be delegated to Lincolnshire County Council for a further 12 months up until the 30th September 2022.
- b) A report be brought back to the Regulatory Committee prior to September 2022 to provide an update on the sub-delegation and to consider whether an assessment of any further options are needed should the provisions in the legislation be extended further.

IMPLICATIONS

Legal:

The Business and Planning Act 2020, in relation to Coronavirus, gave powers to lower tier local authorities to determine and issue pavement licenses. This power was not a power that had been previously held by lower tier authorities and had always previously been a power held by upper tier authorities.

The original regulations came into effect until September 2021 and have now been extended until September 2022 here [The Business and Planning Act 2020 \(Pavement Licences\) \(Coronavirus\) \(Amendment\) Regulations 2021 \(legislation.gov.uk\)](#)

The Council may delegate executive functions to other local authorities or under joint arrangements, subject to access to information rules.

It is possible for any delegation of functions to another authority to be rescinded at a later date should it be required.

Financial : FIN/61/22/SSc

Lincolnshire County Council have not charged a fee to the Council in delegating authority to them to deliver the function.

If the Council chose not to delegate authority and administer the function itself, there would be staffing costs associated with setting up and administering the function. The volume of applications is unknown and may result in additional staffing resource being required to process them within the statutory timescale. Therefore, it is not possible to quantify the financial implications at this time if this option was taken forward but it is suggested that the resource implication is one factor that will be taken into consideration when determining the preferred solution.

Staffing :

None noted.

Equality and Diversity including Human Rights :

No equality implications have been identified as this report relates to the implementation of legislation, which concerns the licensing of businesses. However, the Bill makes provision for a mandatory national licence condition which will ensure that clear routes of access along the highway are maintained, taking into account the needs of disabled people, and the recommended minimum footway widths and distances required for access by mobility impaired and visually impaired people.

Data Protection Implications :

None noted

Climate Related Risks and Opportunities :

None noted

Section 17 Crime and Disorder Considerations :

The approval of pavement licences with appropriate local conditions provides a framework for enforcement (remediation notices and revocation provisions) should poor behaviour associated with the licence be experienced.

Health Implications:

The provision of pavement licenses is seen as a key method for ensuring that businesses can reopen and function effectively in regards to Covid – 19 prevention. The use of outdoor space provides a clear preventative tool to reduce the spread of infection.

Title and Location of any Background Papers used in the preparation of this report:

Delegated Decision: Dated 21 July 2020 “Street Licenses”

[Officer decisions | West Lindsey District Council \(west-lindsey.gov.uk\)](http://west-lindsey.gov.uk)

Risk Assessment :

Non-renewal of sub delegation: there are limited resources within the authority to set up and deliver the pavement licenses provision. The service is also provided free of charge, therefore any activity in relation to it will be an additional cost to the Council.

Existing Expertise: The County Council already determine licenses such as this therefore have the required resource and expertise to deliver the function.

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

1 Introduction

- 1.1 On the 21st July 2020 an Urgent Delegated Decision was made to delegate the District Council's function in relation to "Pavement Licences" under the Business and Planning Act 2020 to Lincolnshire County Council up until the 30th September 2021.
- 1.2 Details of this decision can be found here [Officer decisions | West Lindsey District Council \(west-lindsey.gov.uk\)](https://www.west-lindsey.gov.uk/officer-decisions)
- 1.3 It has now been confirmed that the provisions within the Act will be extended until the 30th of September 2022. This paper sets out the basis for proposing to continue this delegation.

2 Background

- 2.1 The full details in relation to the revised act can be found here [The Business and Planning Act 2020 \(Pavement Licences\) \(Coronavirus\) \(Amendment\) Regulations 2021 \(legislation.gov.uk\)](https://www.legislation.gov.uk/uk/2020/11/1/2020-11-1-1)
- 2.2 Prior to this Act pavement licences (also known as "street café licences" and "tables and chairs licences") which allow businesses such as cafes, restaurants and bars to place furniture on the highway were determined by Lincolnshire County Council (LCC) under the Highways Act 1980.
- 2.3 The Act introduced a streamlined route for businesses to secure a licence to place furniture on the highway and bypasses the existing regulatory regime. The government continues to intend to support businesses to operate safely during recovery from Covid-19 and this extension is part of this process. The Act places the responsibility for issuing the licences on district councils, in consultation with the highways authority and other relevant persons, until 30 September 2021.
- 2.4 There is now a need to deliver this service until 30th September 2022.

3 Current Sub Delegation

- 3.1 From July 2021 LCC have provided the following for no fee as it is included within their existing licensing provision;
 - Use of LCC website as first point of contact, make available application form, terms and conditions & updated guidance
 - Single e mail contact
 - Confirm suitability (within the new relaxed legislation) using info from application form
 - Post Notice via LCC website
 - Check liability insurance
 - Carry out consultation with stakeholders (including District Councils and Police)
 - Review any objections
 - Grant licences

- Enforce if licence terms are broken
- Keeping of records

3.2 To date there have been 6 applications for licenses under the Business and Planning Act 2020, which LCC have determined. These are shown below.

NAME	STAGE OF PROCESS	Legislation	LICENCE TYPE	EXPIRES	LOCATION
Caistor Town Council	APPROVED	B & P 2020	New	30 September 2021	4 parking bays fronting 20 Market Place, Caistor
Canute	APPROVED	Prior	Renewal	30 September 2021	12-14 Silver Street, Gainsborough, DN21 2DP
Clock House	APPROVED	Prior	Renewal	30 September 2021	3 Lord Street, Gainsborough, DN21 2DD
Pig & Poke	APPROVAL	B & P 2020	New	30 September 2021	Market Place, Caistor, LN7 6GA
The Black Horse	REFUSAL	B & P 2020	New	N/A	Chapel Lane, Nettleham, Lincoln, LN2 2NX
The Plough	APPROVED	B & P 2020	New	30 September 2021	1 The Green Nettleham LN2 2NR
Tillbridge Tastery	APPROVED	B & P 2020	New	30 September 2021	4 High Street, Sturton By Stow, LN1 2AE
Waters Edge Saxilby Ltd	APPROVAL	B & P 2020	New	30 September 2021	26a Bridge Street, Saxilby, Lincoln, LN1 2PZ

3.3 The District Council and other stakeholders (i.e. The Police) are consulted with as part of any new application. The application is currently free of charge to businesses.

3.4 There has been minimal input to date from the District in relation to consultation and there are no concerns in regards to how the sub delegation is operating currently.

4 Alternative Options

4.1 The Council could choose to administer this function itself. The new streamlined process detailed in the Act means that applications are subject to 7 days of consultation and then a decision has to be taken within a further 7 days, otherwise the licence is deemed to have been granted for a year (or less, up to 30 September 2021, now 2022).

4.2 As this would be a new function for the Council there are currently no processes in place, limited knowledge or experience of this function and limited staff capacity to take it on.

4.3 If the above provisions are not in place there is a risk of deemed licences as a result of non-determination. Given the way the sub-delegation is working and the relatively small number of applications it does not

appear as though there is any benefit to changing the sub-delegation for a 12 month period.

- 4.4 It is likely that this Act will not be extended further beyond 2022, however this will be depend on the current position in relation to Covid-19.

5 Recommendations

Regulatory Committee are asked to approve that:

- a) The Districts Council's function in relation to "Pavement Licenses" under the Business and Planning Bill Act 2020 be delegated to Lincolnshire County Council for a further 12 months up until the 30th September 2022.
- b) A report be brought back to the Regulatory Committee prior to September 2022 to provide an update on the sub-delegation and to consider whether an assessment of any further options are needed should the provisions in the legislation be extended further.