



Meeting of the

Tower Hamlets Council

Supplemental Agenda

Wednesday, 17 July 2024 at 7.00 p.m.

VENUE

Council Chamber,
Whitechapel Town Hall
160 Whitechapel Road,
London E1 1BJ

Further information about this meeting is available in the main agenda.

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London Borough of Tower Hamlets

Council




Supplemental Agenda

Wednesday, 17 July 2024

7.00 p.m.

- | | | |
|-------------|---|----------------|
| 9. | REPORTS FROM THE EXECUTIVE AND THE COUNCIL'S COMMITTEES | |
| 9 .1 | Market Designation (Columbia Road, Watney, Whitechapel)
The report of the Corporate Director, Communities, on Markets Designations. | 3 - 34 |
| 9 .2 | Market & Street Trading Fees & Charges 2024/25
The report of the Corporate Director, Communities, on Markets and Street Trading Fees and Charges. | 35 - 56 |



Decision Report Cover Sheet: Council 17 July 2024	
Report of: (Cover report of Matthew Mannion, Head of Democratic Services) Main Report of Simon Baxter, Corporate Director, Communities	Classification: Unrestricted
Cover report of: Market Designation (Columbia Road, Watney, Whitechapel)	

Wards affected	Shadwell, Spitalfields & Banglatown, Weavers Wards
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1. EXECUTIVE SUMMARY

- 1.1 At its meeting on 10 July 2024 the Cabinet considered the report of the Corporate Director, Communities proposing changes to the market designations for Columbia Road, Watney and Whitechapel Markets.
- 1.2 Following discussion the Mayor in Cabinet agreed to forward the report to Council recommending that the changes be approved.

Special Circumstances Justifying Urgent Consideration

- 1.3 Council are asked to note that the reports were published late for the Council agenda due to the timing of the Cabinet meeting but that the reports were available for public view as part of the Cabinet pack (as notified in the Council agenda frontsheet). However, Council are asked to consider the reports at this meeting to ensure that the improvements can be progressed as soon as possible to support traders at those markets.


Recommendations:

The Council is recommended to agree the following market improvements:

1. **Columbia Road Market** – to make permanent the temporary measures put in post-Covid:
 - Officially increase the pitch size to 3mx3m from something that traders have been using for more than six years.
 - Make permanent the layout that has been used since reopening after Covid. This means all pitches on the north side and extended from Ravenscroft to Barnet Grove, with market parking on both side of Barnet Grove and one side of Chambord.

2. **Watney Market**
 - To carry out further engagement with market traders around the use of the gazebos at a later date.
 - To delegate the adoption of the new pitch size of 3m x 3.81m decision on gazebos to the Corporate Director depending on the results of engagement exercise.

3. **Whitechapel Market**
 - Officially designate the area that traders have been using for many years to make the official designated pitch size the one currently marked by red line, 2.57m width x 4.5m depth.

Cabinet 10 July 2024	 TOWER HAMLETS
Report of: Simon Baxter, Corporate Director Communities	Classification: Open (Unrestricted)
Markets Designation	

Lead Member	Councillor Shafi Ahmed, Cabinet Member for Environment and the Climate Emergency
Originating Officer(s)	Ashraf Ali, (Interim Director Public Realm) Damian Patchell (Street Trading & Markets Manager)
Wards affected	Shadwell Spitalfields & Banglatown Weavers
Key Decision?	No
Reason for Key Decision	N/A
Forward Plan Notice Published	11/06/24
Exempt information	N/A
Strategic Plan Priority / Outcome	Priority 4: Boost culture, business, jobs and leisure

Special circumstances justifying urgent consideration / Reasons for Urgency

This report was not published by the statutory deadline as due to the unavoidable rearranging of the Full Council meeting, administrative processes had to be shortened and it did not prove possible to complete for this report in time for the initial agenda publication. It is important that this report is considered at this meeting as it will inform the Mayor and Cabinet's decisions to ensure key administration priorities are met.

Executive Summary

The council undertook consultation on a proposal to alter the pitch sizes at three locations: Whitechapel, Watney & Columbia Road. In addition, at Columbia Road

there was an additional proposal to extend the market area from Ravenscroft Street to Gosset Street.

This report identifies the rationale for the proposals consulted on, the results of the consultation and the recommended action following consultation.

Recommendations:

The Mayor in Cabinet is recommended to:

1. Note the report;
2. Recommend that full Council agrees the markets improvements

Columbia Road Market – The proposal is to make permanent the temporary measures put in post-Covid:

- officially increase the pitch size to 3mx3m from something that traders have been using for more than six years.
- Make permanent the layout that has been used since reopening after Covid. This means all pitches on the north side and extended from Ravenscroft to Barnet Grove, with market parking on both side of Barnet Grove and one side of Chambord.

Watney Market

- to carry out further engagement with market traders around the use of the gazebos at a later date.
- to delegate the adoption of the new pitch size of 3m x 3.81m decision on gazebos to the Corporate Director depending on the results of engagement exercise.

Whitechapel Market

- officially designate the area that traders have been using for many years to make the official designated pitch size the one currently marked by red line, 2.57m width x 4.5m depth.

1 REASONS FOR THE DECISIONS

- 1.1 The decision will support the current traders but also help to future proof each Market for future generations.
- 1.2 At Columbia Road it will enable a safe environment for visitors and traders alike and solve a key challenge highlighted by the Columbia Road Action Plan (Tower Hamlets 2022-2027 Markets Improvement Plan) with respect to the restrictive market layout.
- 1.3 At Watney it will solve the challenge of the environment and look of the market area, by enabling the use of new stalls that will be confined to the

trader's pitch size. This was highlighted in the Watney Action Plan from the Tower Hamlets 2022-2027 Markets Improvement Plan.

- 1.4 At Whitechapel it will enable us to deliver a key part of the Whitechapel Action plan improved trader facilities in the form of new stalls with no detriment to the space being used by the traders.

2 ALTERNATIVE OPTIONS

- 2.1 "Do nothing" option. The council could choose not to make any changes and keep the status quo. This is not recommended because it leaves the council open to challenge. For Columbia Road market, this could mean 50% of traders losing their licence and could force the closure of the market on health and safety grounds.

3 DETAILS OF THE REPORT

- 3.1 Tower Hamlets boasts some of the most iconic and internationally renowned street markets in London. Under the Local London Authorities Act 1990, councils must licence individual parts of the highway, also known as designation. These are usually single stalls, or clusters of stalls in markets.

Consultation proposals and responses

- 3.2 As part of our support package for markets and traders, the council undertook consultation on a proposal to increase the designated pitch sizes at three locations Whitechapel, Watney & Columbia Road. In addition, at Columbia Road there was an additional proposal to extend the market area from Ravenscroft Street to Gosset Street. These proposals were carried out in accordance with the statutory requirements under sections.24 and 27 of the London Local Authorities Act 1990.
- 3.3 **Whitechapel Market** – The proposal is to officially designate the area that traders have been using for years to take the official designated pitches from "red line" to "red Line". All traders on Whitechapel market were consulted.
- 3.4 No market traders responded to the survey, this is not surprising as we are looking to officially designate space traders claimed some time ago so they will not necessarily felt the need to participate.
- 3.5 **Watney Market** – The proposal is to increase the width of the pitch to 3m from 2.74m to enable traders to use the Gazebos that had been ordered for them. All traders on Watney market were consulted.
- 3.6 Disappointingly no market traders responded to the consultation, but it only impacts them positively so is not a surprise.

- 3.7 Officers found that the gazebo solution was not universally positively received by traders. This is due to the length of time it has taken to make these changes due to the issues discovered at Watney with water penetration and the subsequent extensive works taking place.
- to carry out further engagement with market traders around the use of the gazebos at a later date.
 - adopt the new pitch size should there be a positive response from that engagement.
- 3.8 **Columbia Road Market** – The proposal is to make permanent the temporary measures put in post-Covid:
- officially increase the pitch size to 3mx3m from something that traders have been using for more than six years.
 - make permanent the layout that has been used since reopening after Covid. This means all pitches on the north side and extended from Ravenscroft to Barnet Grove, with market parking on both side of Barnet Grove and one side of Chambord.
- 3.9 Consultation was wider for this proposal. There was a public consultation due to the additional section being designated, in addition, it included all residents and businesses from Chambord Street to Barnet Grove. Markets are not compelled to do so, but we very much value the views of the residents and businesses where the market operates, so a letter drop was carried out through every letterbox.
- 3.10 The additional consultation at Columbia Road was due to the additional area being proposed in addition to the larger pitch size.
- 3.11 For Columbia Road market, there were eight responses from two market traders, one from a resident/business owner, one from a resident and four from businesses. See Appendix 1.
- 3.12 Consultees were asked:
- Are you in favour of the pitch size increasing to 3m x 3m?
Six out of eight respondents were in favour. Of those that said they were not in favour, one was a business owner who was concerned about the stall space affecting space around their shop.
- Are you in favour of making permanent the pitch layout designation that was changed after markets reopened?
Seven out of eight respondents said they were in favour.
- 3.13 The majority of responses were positive and certainly there is no great opposition to the layout. All responses from traders were positive. The current conditions have been in place for 4.5 years and has been widely well received.

- 3.14 We do not consult with the visitors on administrative issues to do with markets. However, one visitor commented that they felt safer with the current layout than they had with the previous layout pre-Covid.
- 3.15 Markets officers took advice from Corporate Health and Safety and found that the option to do nothing and keep the designated pitch sizes and layout was not viable. This is due to pedestrian congestion and lack of escape routes in an emergency.
- 3.16 Officers recommendation is to carry out the changes consulted on. The layout has almost universal agreement and creates a more pleasant, safer environment including lessening the prevalence of pick pockets and mitigating some of the risk from a hostile vehicle attack.
- 3.17 In addition, it is not a viable option to keep the temporary format without making a decision, as this would leave the council open to challenge forcing us back to the old layout, which at best would mean 50% of the traders losing their licence and could force the closure of the market due to safety.
- 3.18 Full to the Columbia Road market consultation are included as appendix 1.

4 EQUALITIES IMPLICATIONS

- 4.1 A draft equalities analysis is attached (Appendix 4x).
- 4.2 There are no equalities implications to any protected characteristic groups. The changes being proposed will enhance the look and feel of these markets, making them more attractive and safer for market stall holders and market user visitors.

5 OTHER STATUTORY IMPLICATIONS

- 5.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:
- Best Value Implications,
 - Consultations,
 - Environmental (including air quality),
 - Risk Management,
 - Crime Reduction,
 - Safeguarding.
 - Data Protection / Privacy Impact Assessment.
- 5.2 Best Value: The council considered the economy, efficiency and effectiveness of this proposal to fulfil the best value duty. The changes being proposed will enhance the look and feel of these markets, making them more attractive and safer for market stall holders and market user visitors. These enhancements

fit in with the council's strategic priority to boost culture, business, jobs and leisure.

- 5.3 Crime Reduction: Due to the success and the high footfall at Columbia Road it has historically attracted professional pick pockets, the recommended changes open up the area and reduce the cramped conditions where pick pockets can thrive.
- 5.4 Consultation: Market traders were consulted by a letter drop and by email. Whilst there were disappointingly few responses from market traders, officers are confident that they are able to adequately represent views because of the ongoing day-to-day engagement work of the service.

6 COMMENTS OF THE CHIEF FINANCE OFFICER

- 6.1 This report is seeking approval to formalise the market designations at three markets, Whitechapel, Watney and Colombia Road. Amending the pitch sizes will not generate any additional income for the markets. The cost of the consultation with traders will be contained within existing budget provision and therefore there are no financial implications emanating from the report.

7 COMMENTS OF LEGAL SERVICES

- 7.1 It should be noted that this report uses the terms "markets" and "street trading." In law, there is a difference between the two. However, this report is concerned only with street trading under the London Local Authorities Act 1990 (LLAA 1990) and where "markets" is used, it is as a convenient shorthand.
- 7.2 Street trading within London is governed by Part 3 of LLAA 1990. Section 24 provides for an authority to designate a street within its area as a "licence street" for the purposes of street trading, where it thinks street trading should be permitted.
- 7.3 Before passing such a resolution, s.24(1) LLAA 1990 requires that the Commissioner of the Metropolitan Police is consulted. There is no requirement to consult more widely, but the authority has chosen to do so in respect of Columbia Road market. A notice containing a draft of the resolution and that representations may be made within a specified period (being not less than 28 days after the publication of the notice) must be published in a local newspaper in the area.
- 7.4 The authority must consider any representations received during the consultation period. If it then thinks fit to do so, it may publish a resolution designating the street(s) in question as licence streets under LLAA 1990. This must be published in a local newspaper in two consecutive weeks. The first such notice must be published not later than 28 days before the day on which the resolution comes into force. The report confirms that these statutory requirements have been complied with.

- 7.5 Street trading licences will contain conditions regulating, for example, the hours of trading, the commodities which may be sold, and the days on which trading is permitted. The Council may, by virtue of s.27(3) LLA 1909, make regulations prescribing standard conditions that apply to all street trading licences. These conditions also address the dimensions of pitches in different markets. The Council has standard conditions.
- 7.6 Where the Council choose to make such regulations, it must publish notice of its intention to do so in a local newspaper in the area. The notice must contain a draft of the resolution to be passed and confirm that representations may be made to the authority within a defined period. That period cannot be less than 28 days from the date of publication of the notice. The Council must also consult the licence holders or a body or bodies of persons representative of them.
- 7.7 The authority must consider any representations received during the consultation period. If it then thinks fit to do so, it may make the regulations and notify the licence holders or a body or bodies of persons representative of the licence holders. The report confirms that the statutory requirements have been complied with.
- 7.8 All functions of an authority under Part 3 LLA 1990 are non-executive functions by virtue of Regulation 2 and Paragraph 20 of Schedule 2 to the Local Authorities (Functions and Responsibilities) Regulations 2000. These provide that the Part 3 functions are not to be the responsibility of the executive.

Linked Reports, Appendices and Background Documents

Linked Report

- NONE.

Appendices

Consultation Responses (Appendix 1)

- Artists Impressions of Watney with Gazebo (Appendix 2a, 2b & 2c)
- Columbia Road Maps (Appendix 3a & 3b)
- Draft Equalities Impact Assessment (Appendix 4)
- Designation Notice Columbia Road (Appendix 5)

Background Documents – Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2012

- NONE.

Officer contact details for documents:

Simon Baxter, Corporate Director Communities

Ashraf Ali, Director Public Realm

Michael Darby, Head of Parking, Mobility & Markets Services

Damian Patchell, Street Trading & Markets Manager

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Designation Consultation Feedback

Background

On 7th December we started a 28 day consultation on a proposal to alter the Pitch sizes at three locations Whitechapel, Watney & Columbia Road in addition at Columbia road there was an additional proposal to extend the Market area from Ravenscroft Street to Gosset Street. Below the reasons for each are explained. The final decision of making the changes are a full council decision as stipulated in the LLAA 1990.

Whitechapel – The consultation was with all traders on Whitechapel and was to officially designate the area that traders have been using for years to take the official designated pitches from “red line” to “red Line”.

Watney – The consultation was with all traders on Watney and was to extend to width of the pitch to 3m from 2.74m to enable traders to use the Gazebos that had been ordered for them.

Columbia – We carried out a wider consultation to include all residents and businesses from Chambord Street to Barnet Grove. Markets are not compelled to do so, but we very much value the views of the residents and businesses where the Market operates, so a letter drop was carried out through every letterbox. The consultation was to officially increase the pitch size to 3mx3m from something that traders have been using for more than six years. It was also to make the layout that has been used since reopening after Covid. This means all pitches on the North side and extended from Ravenscroft to Barnet Grove, with market parking on both side of Barnet Grove and one side of Chambord.

Responses

Whitechapel – 0 Responses

Watney – 0 Responses

Columbia

There have been eight responses 2 from Market Traders, one from a resident/business owner, one from a resident and four from businesses, below are a breakdown.

Respondent Type	In Favour (Yes/No)	Within Designation Area (Yes/No)	Within Local Area (Yes/No)	Feedback
Business 1	No, unless changes to layout near their shop	Yes	N/A	Issues with regard to the gap between pitches. This has been investigated and rectified.
Business 2	Yes	Yes	N/A	Feels safer, more user friendly, far better experience for visitors & shop owners

Business 3	Yes	Yes	N/A	No crowding easier flow of pedestrians, better access for pushchairs, wheelchairs, Can now see and access the shops resulting in upturn of customers. Decrease in pickpocketing theft. Better atmosphere all round
Business 4	Yes	Yes	N/A	Better, and safer, for traders, shops and the general public.
Resident/Business	Yes	Yes	N/A	Much more enjoyable experience Means shops are more easily accessible
Resident	No	No	Yes	Against the parking and unloading of Market vehicles. Had issues with the Christmas Wednesdays (the Christmas Wednesdays are a business initiative not related to this)
Market Trader 1	Yes	Yes	N/A	Wants it to continue with clear pitch markings
Market Trader 2	Yes	Yes	N/A	For it wants to stay in same pitch position

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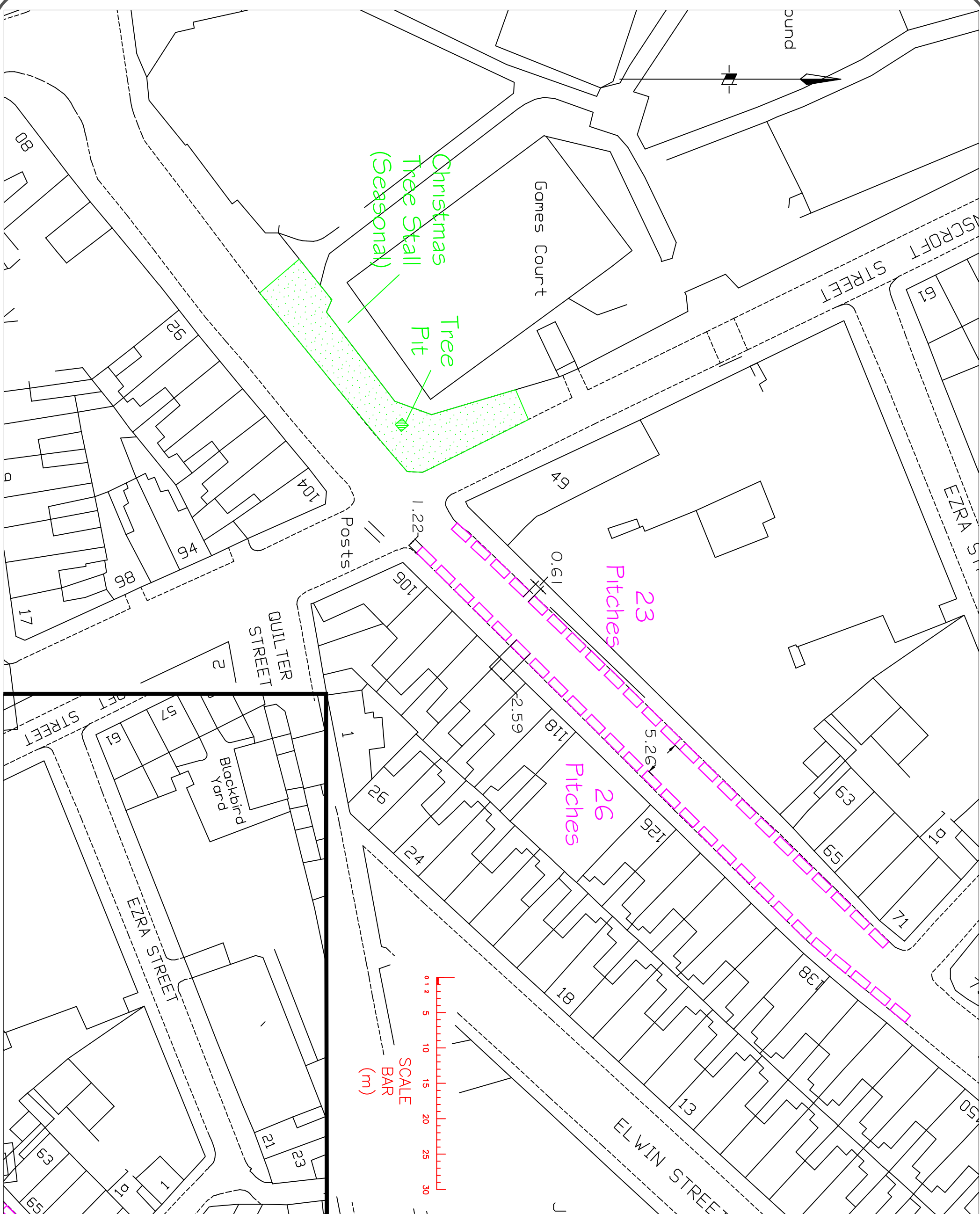
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General Notes

Drawn copyright and database rights 2015 Ordnance Survey
London Borough of Tower Hamlets 100012288.

No.	Revision details	Date

Dwg No LBTH/PR/ENG/059

COLUMBIA ROAD MARKET

EXISTING PITCH LAYOUT
OCT 2017

TOWER HAMLETS
DIRECTORATE OF PLACE
ENGINEERING SERVICE
Design & Construction
John Orslow House
1 Ewart Place
London, E3 5EQ
Tel: 020-7384-5000

Drawn	Checked
GR	CG
Scale 1/500	Date OCT 2017
Revision	

A3 FRAME

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NOTE

EXACT PITCH LOCATION TO BE CONFIRMED BY MEASUREMENTS ON SITE

(EACH PITCH – 3m x 3m)

No.	Revision/Issue	Date

LONDON BOROUGH OF TOWER HAMLETS
DIRECTORATE OF PLACE
HIGHWAYS & TRANSPORTATION



Design & Delivery
Mulberry Place
5 Clove Crescent
London E14 2BG
0207 364 5000

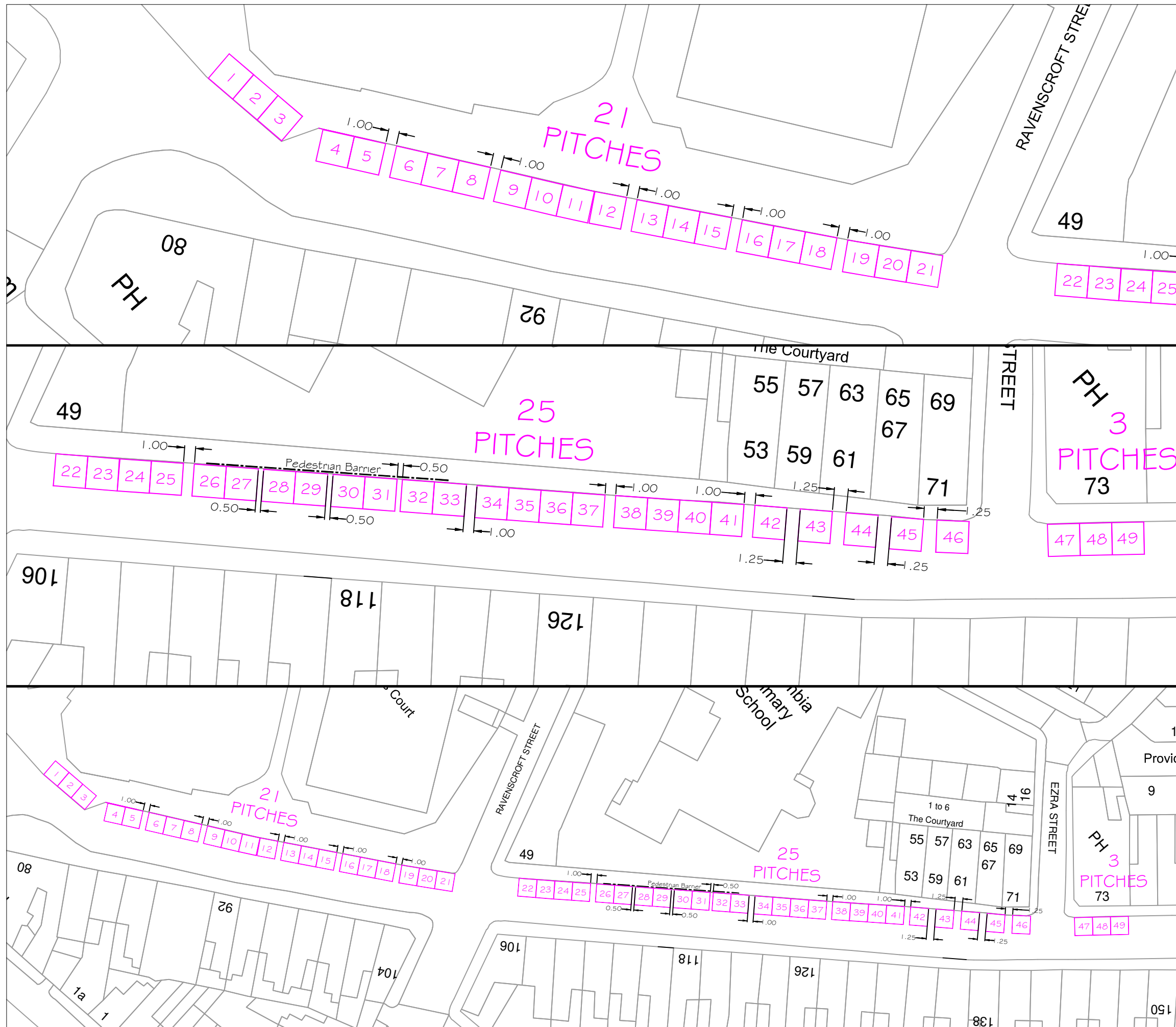
Job

COLUMBIA ROAD

Title

MARKET PITCH LOCATIONS
(NOV. 2021)

Drg No LBTH/P/PR/ENG/2021/84(A)	Sheet
Date NOV.2021	Drm GR
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Equality Impact Analysis Screening Tool

Section 1: Introduction

Name of proposal For the purpose of this document, 'proposal' refers to a policy, function, strategy or project
Markets Designation
Service area and Directorate responsible
Parking, mobility and market services, Public Realm, Communities Directorate
Name of completing officer
Damian Patchell – Markets & Street Trading Manager
Head of Service
Damian Patchell – Markets & Street Trading Manager; Michael Darby – Head of parking, mobility and markets

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advance equality of opportunity between those with 'protected characteristics' and those without them
- Foster good relations between those with 'protected characteristics' and those without them

This Equality Impact Analysis provides evidence for meeting the Council's commitment to equality and the responsibilities outlined above. For more information about the Council's commitment to equality, please visit the Council's [website](#).

Section 2: Summary of proposal being screened

Describe the proposal including the relevance of proposal to the general equality duties and protected characteristics under the Equality Act 2010

The council proposes to make markets improvements to Columbia Road Market, Watney Market and Whitechapel Market. Specifically, the proposal is to increase the Pitch sizes at all three locations and make permanent the market layout, spacing and extension of

Columbia Road market that was brought in in 2020, extending it to Ravenscroft and Gosset Streets.

The report recommends formalising informal and temporary measures, custom and practice, there is no change to existing set up being proposed in the report.

The markets improvements described in the report to Full Council were put in place in 2020 as a response to the Covid-19 emergency. The council responded to national guidance issued to support councils to ensure that markets could operate in a covid secure way.

The proposal supports the council to the sustainability of street markets. The proposals reflect the changing need of our community who want to feel welcomed, safe, accommodated and valued. Post Covid the setup of Columbia Road market was restrictive for pedestrians trying to access the shops, risking their viability.

The market is now less stall dense, meaning it is easier for free flow of pedestrian movement, particularly for residents who may have mobility difficulties, for example older people, disabled people, people with children and buggies.

The proposals to install gazebos at Watney market will have a positive impact on stall holders and market users alike. The gazebos will provide shelter and provide an improved visual impression of the markets which may increase footfall and ensure the borough's markets remain viable.

The council does not hold information on market traders by protected characteristic.

There is no direct or indirect disproportionate impact of these proposals to market traders based on any protected characteristics.

Section 3: Equality Impact Analysis screening

<p>Is there a risk that the policy, proposal or activity being screened disproportionately adversely impacts (directly or indirectly) on any of the groups of people listed below?</p> <p>Please consider the impact on overall communities, residents, service users and Council employees.</p> <p>This should include people of different:</p>	Yes	No	Comments
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▪ Sex	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
▪ Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There will be a positive impact of formalising the improvements to the layout and extension of the Columbia Road market. The proposal will provide more free flow space which would be particularly beneficial for residents who are older who may have mobility problems.
▪ Race	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
▪ Religion or Philosophical belief	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
▪ Sexual Orientation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
▪ Gender re-assignment status	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
▪ People who have a Disability (physical, learning difficulties, mental health and medical conditions)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There will be a positive impact of formalising the improvements to the layout and extension of the Columbia Road market. The proposal will provide more free flow space which would be particularly beneficial for residents who are older who may have mobility problems or use a wheelchair.
▪ Marriage and Civil Partnerships status	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
▪ People who are Pregnant and on Maternity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	People who are pregnant or on maternity will continue to benefit from more space created by the market designation. Less crowded and tightly packed market stalls may make people who are pregnant, carrying a baby or using a pushchair feel safer.
• People who have Care Experience	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
You should also consider:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

<ul style="list-style-type: none"> ▪ Parents and Carers ▪ Socio-economic status ▪ People with different Gender Identities e.g. Gender fluid, Non-binary etc. ▪ Other 			
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If you have answered **Yes** to one or more of the groups of people listed above, **a full Equality Impact Analysis is required**. The only exception to this is if you can 'justify' the discrimination (Section 4).

Section 4: Justifying discrimination

Are all risks of inequalities identified capable of being justified because there is a:	
(i) <i>Genuine Reason</i> for implementation	<input type="checkbox"/>
(ii) The activity represents a <i>Proportionate Means</i> of achieving a <i>Legitimate Council Aim</i>	<input type="checkbox"/>
(iii) There is a <i>Genuine Occupational Requirement</i> for the council to implement this activity	<input type="checkbox"/>

Section 5: Conclusion

Before answering the next question, please note that there are generally only two reasons a full Equality Impact Analysis is not required. These are:

- The proposal is likely to have **no or minimal impact** on the groups listed in section three of this document.

Conclusion details

Based on your screening does a full Equality Impact Analysis need to be performed?

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

If you have answered **YES** to this question, please complete a full Equality Impact Analysis for the proposal

If you have answered **NO** to this question, please detail your reasons in the 'Comments' box below

Comments

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LONDON BOROUGH OF TOWER HAMLETS
Proposed Street Trading Designations

Notice is hereby given in accordance with, and under the powers granted by Section 24 of the London Local Authorities Act 1990 (as amended), of the introduction and/revision of the Street Trading Designation as set in the table below. Representations relating to this notice may be made in writing to the Borough Council within 28 days of this notice's publication to the Markets & Street Trading Manager, 131 Commercial Street, London E1 6BJ.

Market Location	Current Designation	Proposed Designation
Columbia Road Market	Temporary Designation of the highway – Columbia Road from Ravenscroft Street to Gosset Street Junction. Area currently operates as part of the Flower Market on a Sunday. Christmas Trees previous 4 Sundays to Christmas Day. Trading Times 08:00-14.00.	Sunday – Trading times 08.00-14:00. Permanent designation of highway – Columbia Road from Ravenscroft Street to Gosset Street Junction. Christmas Trees previous 5 Sundays to Christmas Day.

Note: This notice is in respect of designation, and allows the Council the option of granting street trading licences.

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Decision Report Cover Sheet: Council 17 July 2024	 TOWER HAMLETS
Report of: (Cover report of Matthew Mannion, Head of Democratic Services) Main Report of Simon Baxter, Corporate Director, Communities	Classification: Unrestricted
Cover report of: Market and Street Trading Fees and Charges 2024/25	

Wards affected	All Wards
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1. EXECUTIVE SUMMARY

- 1.1 At its meeting on 10 July 2024 the Cabinet considered the report of the Corporate Director, Communities proposing fees and charges for Markets and street traders for 2024/25.
- 1.2 Following discussion the Mayor in Cabinet agreed to forward the report to Council recommending that the fees and charges be approved.

Special Circumstances Justifying Urgent Consideration


- 1.3 Council are asked to note that the reports were published late for the Council agenda due to the timing of the Cabinet meeting but that the reports were available for public view as part of the Cabinet pack (as notified in the Council agenda frontsheet). However, Council are asked to consider the reports at this meeting to ensure that the fees and charges can be progressed as soon as possible to ensure they are set at appropriate levels.

Recommendations:

The Council is recommended to:

- 1. Note the consultation response.
- 2. Agree Option 2 in the report, namely to increase street traders' and markets fees by 3.1% from September 2024.

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Cabinet 10 July 2024	 TOWER HAMLETS
Report of: Simon Baxter, Corporate Director Communities	Classification: Open (Unrestricted)
Street trading fees and charges	

Lead Member	Councillor Shafi Ahmed, Cabinet Member for Environment and the Climate Emergency
Originating Officer(s)	Ashraf Ali, (Interim Director Public Realm) Damian Patchell (Street Trading & Markets Manager)
Wards affected	(All Wards);
Key Decision?	No
Reason for Key Decision	N/A
Forward Plan Notice Published	11/06/2024
Exempt information	N/A
Strategic Plan Priority / Outcome	Priority 4: Boost culture, business, jobs and leisure

Special circumstances justifying urgent consideration / Reasons for Urgency

This report was not published by the statutory deadline as due to the unavoidable rearranging of the Full Council meeting, administrative processes had to be shortened and it did not prove possible to complete for this report in time for the initial agenda publication. It is important that this report is considered at this meeting as it will inform the Mayor and Cabinet's decisions to ensure key administration priorities are met.

Executive Summary

Fees and charges are reviewed annually as part of the financial and business planning process. This ensures that they are set at the appropriate level for the

prevailing economic circumstances and represent good practice in terms of the Council's aim to provide value for money.

In December 2023, the council consulted street traders on increasing street trading fees. his report presents the findings of the consultation and recommends fees for 2024/25. Fees and charges relating to street trading must be approved by full Council.

Recommendations:

The Mayor in Cabinet is recommended to:

- Note the consultation response.
- Recommend to full Council that it agrees option 2, namely to increase the street traders and markets fees by 3.1% from September 2024.

1 REASONS FOR THE DECISIONS

- 1.1 Fees and charges are reviewed annually as part of the financial and business planning process. This ensures that they are set at the appropriate level for the prevailing economic circumstances and represent good practice in terms of the Council's aim to provide value for money. They are set as to not create a surplus, in line with the London Local Authorities Act 1990, but only to pay for allowed costs and charges.

2 ALTERNATIVE OPTIONS

- 2.1 "Do nothing" option. The council could choose to not increase fees. This option would mean that we would not be attempting to address the increased costs associated with administering the markets.

3 DETAILS OF THE REPORT

Consultation responses

- 3.1 On 7th December 2023 we started a 28-day consultation on a proposal to increase street trading fees and charges by approximately 3.1%, below the 9% that was calculated to be need to match the projected Market costs, when the fees were calculated. The lower increase supports the Mayor's commitment to boost business, and specifically to support markets.
- 3.2 The 3.1% matches the amount of the last time the service consulted on fees and charges in February 2022.

- 3.3 In addition to the statutory public notice, all traders and high street businesses who held licences were written to, equating to approximately 600 street traders and 200 high street businesses.
- 3.4 Traders were asked their opinion on the fee increases. Just three responses were received from street traders, one was received from a high street business which had an advertising board licence, and none were received from any other source.
- 3.5 Unsurprisingly, all four were opposed to the increases. One of the three was comparing the difference between a new trader introductory offer and a casual fee instead of the change between the casual to proposed casual fee of just £1.20. their reduced limited time 'regeneration' fee for new market stall holders to trading under a casual licence as a more established trader.
- 3.6 Full consultation responses can be found in appendix 1.

Fee options

- 3.7 Managing markets and street trading costs the council in excess of £2m per year. There has been a decline in the number of traders in markets in Tower Hamlets over 20 years, which in the last two we have started to plateau out. This is due factors including an aging trader base, the competition from online shopping and discounted high street stores, the pressure on storage for equipment and more recently the inability to compete with competition exploiting social media. Revenue from fees is predicted to show a shortfall of £120,000 based on a 3.1% increase if implemented for the full 2024/25 financial year.
- 3.8 To minimise the deficit, the council can take the following options:
- Option 1 – implement fees as consulted on at approximately 3.1% increase retrospectively from April 2024
 - Option 2 – implement fees as consulted on at approximately 3.1% from September 2024
 - Option 3 – do nothing.
- 3.9 There is an expected deficit between fees and operational costs in the 2024/25 financial year. If the council opts to not increase markets fees, the deficit is likely to be in the region of £180,000.

Supporting markets in Tower Hamlets

- 3.10 The council is making a number of improvements to the infrastructure and management of markets in the borough. These include:
- Implementation of larger pitch sizes at Columbia, Watney and Whitechapel.
 - New gazebos and anchor points at Watney

- Improved storage facilities at Watney
- New trader storage at Whitechapel
- Improved waste management and infrastructure at Whitechapel
- New stalls at Whitechapel
- New trader power points at Petticoat Lane and Brick Lane

3.11 These improvements are at no cost to the traders and are completely separate to the fees and charges.

5. EQUALITIES IMPLICATIONS

5.1 An equalities analysis is attached (Appendix A).

6. OTHER STATUTORY IMPLICATIONS

6.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:

- Best Value Implications,
- Consultations,
- Environmental (including air quality),
- Risk Management,
- Crime Reduction,
- Safeguarding.
- Data Protection / Privacy Impact Assessment.

6.2 **Best Value:** The council considered the economy, efficiency and effectiveness of this proposal to fulfil the best value duty. The council has made significant investment in markets and high streets in the borough. The fee increase recognises the need to balance the markets trading account with the need to boost business and support traders in our world famous markets. Through benchmarking Should the increase go ahead our fees will still be amongst the lowest in London.

7 COMMENTS OF THE CHIEF FINANCE OFFICER

7.1 This report seeks full council approval to increase the Street Trading (markets) fees and charges by 2024/25 by 3.1%. This is in line with the fees and charges report approved by Cabinet in January 2024 and represents a below RPI increase.

7.2 The street trading account is ringfenced and budgets to breakeven each year. Any surplus is transferred to the street trading reserve for use to mitigate future year overspends or for work within the street trading service. Due to a loss of traders the service has been running at a deficit for several years and the reserve has been used in full. The deficit in 2023/24 was £300k and became a pressure on the General Fund.

- 7.3 Increasing the fees and charges by 3.1% will generate £123k additional income and this income target has been built into the budget for 2024/25. The fees were due to be increased in February 2024, ahead of the new financial year. Assuming trader numbers remain constant, delaying or not increasing the fees and charges by 3.1% will have an adverse impact on income collection when compared with budget. Increasing the charges from 1 September 2024 will result in an income shortfall of £51k and this will increase to £123k if the fees and charges remain at 2023/24 levels. These amounts would need to be mitigated within the Street Trading service to prevent an overspend within the General Fund.

8 COMMENTS OF LEGAL SERVICES

- 8.1 It should be noted that this report uses the terms “markets” and “street trading.” In law, there is a difference between the two. However, this report is concerned only with street trading under the London Local Authorities Act 1990 (LLAA 1990) and where “markets” is used, it is as a convenient shorthand.
- 8.2 Street trading within London is governed by Part 3 of LLAA 1990. Section 32(1) permits an authority to charge fees for the grant, renewal or variation of a street trading licence as it considers to be sufficient to recover the administrative or other costs of the regime.
- 8.3 Section 32(2) permits the council to recover from licence holders the charges (if not recovered by alternative means) for providing services such as refuse collection, disposal and removal, street cleaning, other administrative costs, and the costs of enforcement.
- 8.4 The Act makes provision as to the timing of payment of fees and charges and also allows the authority to agree to accept payments by instalments (s.32(3) and (4)).
- 8.5 These fees and charges can also be imposed with respect to temporary street trading licences.
- 8.6 Before imposing or varying charges, s.32(7) requires the authority to give notice of the proposed changes to licence holders or to a body or bodies representative of the licence holders and to publish a notice of the proposed charges in a local newspaper in the area. The notice is required to include a statement of how the proposed fees and charges have been calculated and, where further information is sought by representative bodies as to the calculations, that is to be provided.
- 8.7 The notice of proposed charges must allow for a period of at least 28 days from the date of publication in the newspaper for written representations to be received. The authority is under a duty to consider those representations. If the Council decides to impose the proposed variation, it must again publicise

this and the date on which they come into effect in the same manner as the proposal. The consultation requirements have been complied with.

- 8.8 All functions of an authority under Part 3 LLAA 1990 are non-executive functions by virtue of Regulation 2 and Paragraph 20 of Schedule 2 to the Local Authorities (Functions and Responsibilities) Regulations 2000. These provide that the Part 3 functions are not to be the responsibility of the executive.

Linked Reports, Appendices and Background Documents

Linked Report

- NONE.

Appendices

- Draft consultation responses (Appendix 1)
- Draft fees & charges comparison 2023/24 to 2024/25 table format (Appendix 2)
- Draft Equalities Impact Assessment (Appendix 3)
- Draft options analysis (Appendix 4)

Background Documents – Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2012

- NONE.

Officer contact details for documents:

Simon Baxter, Corporate Director Communities

Ashraf Ali, Director Public Realm

Michael Darby, Head of Parking, Mobility & Markets Services

Damian Patchell, Street Trading & Markets Manager

December 2023

Responses

There have been just four responses all from Market Traders of which we have approximately 600 registered, below are the background of those who have responded.

Market	Trading Days	Perm/Casual	Commodity	4 Weekly increase	Response Overview
Chrip	Mon-Sat (2 Pitches)	Perm	Fruit & Veg	£18.80 x 2	Difficult to pay current fees
Bethnal Green Roman Rd	Mon-Sun	Casual	A-Board	£2.80	Costs should be taken from elsewhere
Petticoat Lane	Sun	Casual	Ladies Clothes	£5.20	Not as busy as pre-covid, struggling to make a profit
Roman Road	Saturday	Casual	Knitted Clothes	£1.20 (only trades once a month)	Comparing a discounted fee to a Casual fee

The feedback is all against the increasing of the fees, for context the Petticoat Lane Trader has only been licenced since 2022, so does not have pre Covid trading as a comparison and the Roman Road trader is comparing the Regeneration fee that new traders can pay when they first start.

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**PROPOSED CHARGES FOR STREET TRADING IN TOWER HAMLETS UNDER
LONDON LOCAL AUTHORITIES ACT 1990 (as amended) Section 32**

Notice is hereby given that under Section 32(10) of the London Local Authorities Act 1990 (as amended) (hereinafter referred to as ‘The Act’) the Mayor and Burgesses of the London Borough of Tower Hamlets (hereinafter referred to as ‘the Council’) have determined fees and charges to street trading licence holders under Section 32(1) and (2) of the Act as set out below with effect from Monday 1st April 2024.

MARKETS	CURRENT DAILY CHARGES 2023/24			Proposed 2024/25					
	MON-FRI	SAT	SUN	MON-FRI		SAT		SUN	
				Daily Charges	Increase per day	Daily Charges	Increase per day	Daily Charges	Increase per day
BACON STREET	N/A	N/A	£39.20	N/A	N/A	N/A	N/A	£40.50	£1.30
BETHNAL GREEN ROAD	£9.30	£26.90	N/A	£9.60	£0.30	£27.80	£0.90	N/A	N/A
BRICK LANE	N/A	N/A	£39.20	N/A	N/A	N/A	N/A	£40.50	£1.30
CHESHIRE STREET	N/A	N/A	£39.20	N/A	N/A	N/A	N/A	£40.50	£1.30
CHRISP STREET (NORMAL)	£9.30	£27.90	N/A	£9.60	£0.30	£28.80	£0.90	N/A	N/A
(LARGE)	£10.40	£48.50	N/A	£10.80	£0.40	£50.10	£1.60	N/A	N/A
COLUMBIA ROAD	N/A	N/A	£51.60	N/A	N/A	N/A	N/A	£53.20	£1.60
PETTICOAT LANE (NON-FOOD)*	£8.30	N/A	£37.20	£8.60	£0.30	N/A	N/A	£38.40	£1.20
ROMAN ROAD	£9.30	£27.90	N/A	£9.60	£0.30	£28.80	£1.10	N/A	N/A
ROMAN ROAD SQUARE	£9.30	£27.90	N/A	£9.60	£0.30	£28.80	£1.10	N/A	N/A
SCALTER STREET	N/A	N/A	£39.20	N/A	N/A	N/A	N/A	£40.50	£1.20
STROUDLEY WALK	£9.30	£27.90	N/A	£9.60	£0.30	£28.80	£0.90	N/A	N/A
WATNEY STREET	£9.30	£27.90	N/A	£9.60	£0.30	£28.80	£0.90	N/A	N/A
WHITECHAPEL ROAD	£10.40	£33.00	N/A	£10.80	£0.40	£34.10	£1.10	N/A	N/A
		*STREETS WITHIN PETTICOAT LANE – BELL LANE, COBB STREET, GOULSTON STREET, MIDDLESEX STREET, NEW GOULSTON STREET, STRYPE STREET, TOYNBEE STREET, WENTWORTH STREET							

PERMANENT FRUIT & VEG/FISH TRADING FEES	MON-FRI	SAT	SUN	MON-FRI		SAT		SUN	
				Daily Charges	Increase per day	Daily Charges	Increase per day	Daily Charges	Increase per day
BETHNAL GREEN ROAD	£20.70	£36.10	N/A	£21.40	£0.70	£37.30	£1.20	N/A	N/A
BRICK LANE	N/A	N/A	£41.00	N/A	N/A	N/A	N/A	£42.30	£1.30
CHRISP STREET (NORMAL)	£20.70	£36.10	N/A	£21.40	£0.70	£37.30	£1.20	N/A	N/A
(LARGE)	£22.70	£50.60	N/A	£23.50	£0.80	£52.20	£1.60	N/A	N/A
ROMAN ROAD	£20.70	£36.10	N/A	£21.40	£0.70	£37.30	£1.20	N/A	N/A
WATNEY	£20.70	£36.10	N/A	£21.40	£0.70	£37.30	£1.20	N/A	N/A
WHITECHAPEL ROAD	£25.80	£36.10	N/A	£26.60	£0.80	£37.30	£1.20	N/A	N/A
PERMANENT HOT FOOD VENDOR TRADING FEES	MON-FRI	SAT	SUN	MON-FRI		SAT		SUN	
				Daily Charges	Increase per day	Daily Charges	Increase per day	Daily Charges	Increase per day
BETHNAL GREEN ROAD	£22.70	£31.00	N/A	£23.50	£0.80	£32.00	£1.00	N/A	N/A
BRICK LANE	N/A	N/A	£47.50	N/A	N/A	N/A	N/A	£49.00	£1.50
CHRISP STREET	£22.70	£31.00	N/A	£23.50	£0.80	£32.00	£1.00	N/A	N/A
PETTICOAT LANE*	£22.70	N/A	£37.20	£23.50	£0.80	N/A	N/A	£38.40	£1.20
ROMAN ROAD	£22.70	£31.00	N/A	£23.50	£0.80	£32.00	£1.00	N/A	N/A
ROMAN ROAD SQUARE	£22.70	£31.00	N/A	£23.50	£0.80	£32.00	£1.00	N/A	N/A
SCALTER STREET	£22.70	£31.00	N/A	£23.50	£0.80	£32.00	£1.00	N/A	N/A
WATNEY STREET	£22.70	£31.00	N/A	£23.50	£0.80	£32.00	£1.00	N/A	N/A
WHITECHAPEL ROAD	£22.70	£31.00	N/A	£23.50	£0.80	£32.00	£1.00	N/A	N/A

TEMPORARY TRADING FEES	MON-FRI	SAT	SUN	MON-FRI		SAT		SUN	
				Daily Charges	Increase per day	Daily Charges	Increase per day	Daily Charges	Increase per day
	BACON STREET	N/A	N/A	£43.40	N/A	N/A	N/A	N/A	£44.80
BETHNAL GREEN	£24.80	£36.10	N/A	£25.60	£0.80	£37.30	£1.20	N/A	N/A
BRICK LANE	N/A	N/A	£45.40	N/A	N/A	N/A	N/A	£46.90	£1.50
CHESHIRE STREET	N/A	N/A	£43.40	N/A	N/A	N/A	N/A	£44.80	£1.40
CHRISP STREET	£23.80	£34.10	N/A	£24.60	£0.80	£35.20	£1.10	N/A	N/A
COLUMBIA ROAD	N/A	N/A	£61.90	N/A	N/A	N/A	N/A	£63.90	£2.00
PETTICOAT LANE (NON-FOOD)*	£23.80	N/A	£41.30	£24.60	£0.80	N/A	N/A	£42.60	£1.30
ROMAN ROAD	£23.80	£34.10	N/A	£24.60	£0.80	£35.20	£1.10	N/A	N/A
ROMAN ROAD SQUARE	£23.80	£34.10	N/A	£24.60	£0.80	£35.20	£1.10	N/A	N/A
SCLATER STREET	£26.90	N/A	£43.40	£27.80	£0.80	N/A	N/A	£44.80	£1.40
SWATNEY STREET	£24.80	£35.10	N/A	£25.60	£0.80	£36.20	£1.10	N/A	N/A
WHITECHAPEL ROAD	£25.80	£36.10	N/A	£26.60	£0.80	£37.30	£1.10	N/A	N/A
<i>*STREETS WITHIN PETTICOAT LANE – BELL LANE, COBB STREET, GOULSTON STREET, MIDDLESEX STREET, NEW GOULSTON STREET, STRYPE STREET, TOYNBEE STREET, WENTWORTH STREET</i>									
TEMPORARY FRUIT & VEG/FISH TRADING FEES	MON-FRI	SAT	SUN	MON-FRI		SAT		SUN	
				Daily Charges	Increase per day	Daily Charges	Increase per day	Daily Charges	Increase per day
	BACON STREET	N/A	N/A	£43.40	N/A	N/A	N/A	N/A	£44.80
BETHNAL GREEN ROAD	£29.90	£38.20	N/A	£30.90	£1.00	£39.40	£1.20	N/A	N/A
BRICK LANE	N/A	N/A	£43.40	N/A	N/A	N/A	N/A	£44.80	£1.40
CHESHIRE STREET	N/A	N/A	£43.40	N/A	N/A	N/A	N/A	£44.80	£1.40
CHRISP STREET	£25.80	£40.30	N/A	£26.60	£0.80	£41.60	£1.30	N/A	N/A
PETTICOAT LANE *	£23.80	N/A	£41.30	£24.60	£0.80	N/A	N/A	£42.60	£1.30
ROMAN ROAD	£25.80	£40.30	N/A	£26.60	£0.80	£41.60	£1.30	N/A	N/A
SCLATER STREET	N/A	N/A	£43.40	N/A	N/A	N/A	N/A	£44.80	£1.40
WATNEY STREET	£29.90	£40.30	N/A	£30.90	£1.00	£41.60	£1.30	N/A	N/A

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WHITECHAPEL ROAD	£29.90	£40.30	N/A	£30.90	£1.00	£41.60	£1.30	N/A	N/A
TEMPORARY HOT FOOD VENDOR TRADING FEES	MON-FRI	SAT	SUN	MON-FRI		SAT		SUN	
				Daily Charges	Increase per day	Daily Charges	Increase per day	Daily Charges	Increase per day
BETHNAL GREEN ROAD	£31.00	£36.10	N/A	£32.00	£1.00	£37.30	£1.20	N/A	N/A
BRICK LANE AREA	N/A	N/A	£49.50	N/A	N/A	N/A	N/A	£51.10	£1.60
CHRISP STREET	£31.00	£36.10	N/A	£32.00	£1.00	£37.30	£1.20	N/A	N/A
PETTICOAT LANE*	£31.00	N/A	£41.30	£32.00	£1.00	N/A	N/A	£42.60	£1.30
ROMAN ROAD	£31.00	£36.10	N/A	£32.00	£1.00	£37.30	£1.20	N/A	N/A
ROMAN ROAD SQUARE	£31.00	£36.10	N/A	£32.00	£1.00	£37.30	£1.20	N/A	N/A
SCALTER STREET	£31.00	£36.10	N/A	£32.00	£1.00	£37.30	£1.20	N/A	N/A
WATNEY STREET	£31.00	£36.10	N/A	£32.00	£1.00	£37.30	£1.20	N/A	N/A
WHITECHAPEL ROAD	£31.00	£36.10	N/A	£32.00	£1.00	£37.30	£1.20	N/A	N/A
<i>*STREETS WITHIN PETTICOAT LANE – BELL LANE, COBB STREET, GOULSTON STREET, MIDDLESEX STREET, NEW GOULSTON STREET, STRYPE STREET, TOYNBEE STREET, WENTWORTH STREET</i>									
REGENERATION TRADING FEES	MON-FRI	SAT	SUN	MON-FRI		SAT		SUN	
				Daily Charges	Increase per day	Daily Charges	Increase per day	Daily Charges	Increase per day
REGENERATION	£17.60	£22.70	£27.90	£18.20	£0.60	£23.50	£0.80	£28.80	£0.90
EXTRA PITCH FEES	MON-FRI	SAT	SUN	MON-FRI		SAT		SUN	
				Daily Charges	Increase per day	Daily Charges	Increase per day	Daily Charges	Increase per day
BETHNAL GREEN ROAD	£9.30	£14.50	N/A	£9.60	£0.30	£15.00	£0.50	N/A	N/A
BRICK LANE AREA	N/A	N/A	17.60	N/A	N/A	N/A	N/A	£18.20	£0.60
COLUMBIA ROAD	N/A	N/A	£30.10	N/A	N/A	N/A	N/A	£31.10	£1.00
CHRISP STREET	£9.30	£14.50	N/A	£9.60	£0.30	£15.00	£0.50	N/A	N/A
PETTICOAT LANE (NON-FOOD)*	£8.30	N/A	17.60	£8.60	£0.30	N/A	N/A	£18.20	£0.60
ROMAN ROAD	£9.30	£14.50	N/A	£9.60	£0.30	£15.00	£0.50	N/A	N/A
ROMAN ROAD SQUARE	£9.30	£14.50	N/A	£9.60	£0.30	£15.00	£0.50	N/A	N/A

STROUDLEY WALK	£9.30	£14.00	N/A	£9.60	£0.30	£15.00	£0.50	N/A	N/A
WATNEY STREET	£9.30	£14.50	N/A	£9.60	£0.30	£15.00	£0.50	N/A	N/A
WHITECHAPEL ROAD	£10.40	£14.50	N/A	£10.80	£0.40	£15.00	£0.50	N/A	N/A
	<i>*STREETS WITHIN PETTICOAT LANE – BELL LANE, COBB STREET, GOULSTON STREET, MIDDLESEX STREET, NEW GOULSTON STREET, STRYPE STREET, TOYNBEE STREET, WENTWORTH STREET</i>								
EXTRA PITCH FRUIT & VEG/FISH FEES	MON-FRI	SAT	SUN	MON-FRI		SAT		SUN	
				Daily Charges	Increase per day	Daily Charges	Increase per day	Daily Charges	Increase per day
BETHNAL GREEN ROAD	£20.70	£36.10	N/A	£21.40	£0.70	£37.30	£1.20	N/A	N/A
CHRISP STREET	£20.70	£36.10	N/A	£21.40	£0.70	£37.30	£1.20	N/A	N/A
ROMAN ROAD	£20.70	£36.10	N/A	£21.40	£0.70	£37.30	£1.20	N/A	N/A
WATNEY STREET	£20.70	£36.10	N/A	£21.40	£0.70	£37.30	£1.20	N/A	N/A
WHITECHAPEL ROAD	£25.80	£36.10	N/A	£26.60	£0.80	£37.30	£1.20	N/A	N/A
OTHER FEES	MON-FRI	SAT	SUN	MON-FRI		SAT		SUN	
				Daily Charges	Increase per day	Daily Charges	Increase per day	Daily Charges	Increase per day
ISOLATED PITCH	£41.30	£56.80	£58.80	£42.60	£1.30	£58.60	£1.80	£60.70	£1.90
Pitch Suspension Charge (Per Pitch)				£19.00	N/A	£27.00	N/A	£40.00	N/A
FORECOURT TRADING (PER WEEK)	£103.10			£106.30					£3.20
DISPLAY OF GOODS AND OTHER USE OF PUBLIC FOOTWAY SPACE (PER SQUARE METRE, PER DAY)	£1.30			£1.40					£0.10
ADMINISTRATION CHARGES	PROPOSED CHARGES			PROPOSED CHARGES					
PERMANENT LICENCE APPLICATION/RENEWAL FEE (UP TO 3 YEARS)	£92.80			£95.70					£2.90

TEMPORARY LICENCE APPLICATION (6MONTHS)	£61.90	£63.90	£2.00
TEMPORARY RENEWAL FEE (6MONTHS)	£31.00	£32.00	£1.00
REGISTERED ASSISTANT APPLICATION/ RENEWAL FEE	£34.10	£35.20	£1.10
PUBLIC FOOTWAY LICENCE APPLICATION FEE - SHOP DISPLAY/ ABOARD/ SPECIFIED SERVICE ETC (6 MONTHS)	£15.50	£16.00	£0.50
PUBLIC FOOTWAY LICENCE - TABLES & CHAIRS	£130.00	£134.10	£4.10
PUBLIC FOOTWAY LICENCE- APPLICATION FEE ISOLATED PITCH (6MONTHS)	£15.50	£16.00	£0.50
FEE'S FOR A LICENCE - GENERAL ADMINISTRATION (E.G. REFUNDS ETC)	£31.10	£32.10	£1.00
FEE'S FOR A LICENCE - ARREARS LETTER	£25.80	£26.60	£0.80
FEE'S FOR A LICENCE - FINAL REMINDER	£25.80	£26.60	£0.80
FEE'S FOR A LICENCE - LICENCE VARIATION (QUARTERLY)	£67.10	£69.20	£2.10
FEE'S FOR A LICENCE - REPLACEMENT PITCH CARD	£20.70	£21.40	£0.70
FEE'S FOR A LICENCE - NEW PITCH DESIGNATION (PER PITCH)	£1066.10	£1099.20	£33.10
ELECTRICITY CHARGE - CHRISP STREET MARKET (PER DAY)	£5.20	£5.40	£0.20

PAT TESTING FEE (PER ANNUM)	£36.10	£37.30	£1.20
ELECTRICITY CHARGE	Metered	Metered	N/A
PRIVATE LAND TRADING, IN MARKET VICINITY FEE EACH TRADER PER DAY	£51.60	£53.20	£1.60
PRIVATE LAND IN VICINITY OF MARKET APPLICATION FEE	£103.10	£106.30	£3.20
USE OF COUNCIL EQUIPMENT (GAZEBOS ETC) PER DAY BY NON TRADERS	£31.00	£32.00	£1.00
USE OF COUNCIL EQUIPMENT (GAZEBOS ETC) PER DAY BY TRADERS	£5.20	£5.40	£0.20
EVENT FEE PROMOTION (PER DAY)	£56.80	£58.60	£1.60
EVENT FEE PROMOTION E1 Postcode (PER DAY)	£56.80	£85.00	£28.20
ADMINISTRATION FEE - SOURCING TRADERS FOR EVENTS	£51.60	£53.20	£1.60
ADDITIONAL CLEANSING CHARGE PER DAY (FRESH PRODUCE/ FLOWER REFUSE)	INVOICED EQUALLY AMONST TRADERS PER MARKETS	INVOICED EQUALLY AMONST TRADERS PER MARKETS	N/A
ADDITIONAL CLEANSING CHARGE PER DAY (FOOD COURTS)	INVOICED EQUALLY AMONST TRADERS PER MARKETS	INVOICED EQUALLY AMONST TRADERS PER MARKETS	N/A
DEEP CLEAN OF MARKET LOCATIONS	INVOICED EQUALLY AMONST TRADERS PER MARKETS	INVOICED EQUALLY AMONST TRADERS PER MARKETS	N/A

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Equality Impact Analysis Screening Tool

Section 1: Introduction

Name of proposal For the purpose of this document, 'proposal' refers to a policy, function, strategy or project
Markets & Street Trading Fees
Service area and Directorate responsible
Parking, mobility and market services, Public Realm, Communities Directorate
Name of completing officer
Damian Patchell – Markets & Street Trading Manager
Head of Service
Damian Patchell – Markets & Street Trading Manager; Michael Darby – Head of parking, mobility and markets

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advance equality of opportunity between those with 'protected characteristics' and those without them
- Foster good relations between those with 'protected characteristics' and those without them

This Equality Impact Analysis provides evidence for meeting the Council's commitment to equality and the responsibilities outlined above. For more information about the Council's commitment to equality, please visit the Council's [website](#).

Section 2: Summary of proposal being screened

Describe the proposal including the relevance of proposal to the general equality duties and protected characteristics under the Equality Act 2010
Fees and charges are reviewed annually as part of the financial and business planning process. This ensures that they are set at the appropriate level for the prevailing economic circumstances and represent good practice in terms of the Council's aim to provide value for money.

The proposal is to increase Street Trading Fee's by approximately 3.1%, below the established 9% when the fees were calculated. The lower increase supports the Mayor's commitment to boost business, and specifically to support markets.

The council does not hold information on market traders by protected characteristic.

The proposal is to increase fees by the same proportion for all street and market traders across all markets in the borough.

There is no direct or indirect disproportionate impact of these proposals to market traders based on any protected characteristics.

Section 3: Equality Impact Analysis screening

<p>Is there a risk that the policy, proposal or activity being screened disproportionately adversely impacts (directly or indirectly) on any of the groups of people listed below?</p> <p>Please consider the impact on overall communities, residents, service users and Council employees.</p> <p>This should include people of different:</p>	Yes	No	Comments
<ul style="list-style-type: none"> ▪ Sex 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<ul style="list-style-type: none"> ▪ Age 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<ul style="list-style-type: none"> ▪ Race 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<ul style="list-style-type: none"> ▪ Religion or Philosophical belief 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<ul style="list-style-type: none"> ▪ Sexual Orientation 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<ul style="list-style-type: none"> ▪ Gender re-assignment status 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<ul style="list-style-type: none"> ▪ People who have a Disability 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

(physical, learning difficulties, mental health and medical conditions)			
<ul style="list-style-type: none"> ▪ Marriage and Civil Partnerships status 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<ul style="list-style-type: none"> ▪ People who are Pregnant and on Maternity 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<ul style="list-style-type: none"> • People who have Care Experience 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>You should also consider:</p> <ul style="list-style-type: none"> ▪ Parents and Carers ▪ Socio-economic status ▪ People with different Gender Identities e.g. Gender fluid, Non-binary etc. ▪ Other 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

If you have answered **Yes** to one or more of the groups of people listed above, **a full Equality Impact Analysis is required**. The only exception to this is if you can 'justify' the discrimination (Section 4).

Section 4: Justifying discrimination

Are all risks of inequalities identified capable of being justified because there is a:	
(i) <i>Genuine Reason</i> for implementation	<input type="checkbox"/>
(ii) The activity represents a <i>Proportionate Means</i> of achieving a <i>Legitimate Council Aim</i>	<input type="checkbox"/>
(iii) There is a <i>Genuine Occupational Requirement</i> for the council to implement this activity	<input type="checkbox"/>

Section 5: Conclusion

Before answering the next question, please note that there are generally only two reasons a full Equality Impact Analysis is not required. These are:

- The proposal is likely to have **no or minimal impact** on the groups listed in section three of this document.

Conclusion details

Based on your screening does a full Equality Impact Analysis need to be performed?

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

If you have answered **YES** to this question, please complete a full Equality Impact Analysis for the proposal

If you have answered **NO** to this question, please detail your reasons in the 'Comments' box below

Comments