



**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**

# Officer Delegated Decision

25 July 2025

Karen Bradford, Chief Executive Officer



## To suspend the Council’s Street Trading Policy for a period of six months to facilitate a review and adoption of a new policy

### Contact

Karen Whitfield, Assistant Director – Leisure, Culture and Place



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<b>Decision made by:</b>	Karen Bradford – Deputy Chief Executive Officer.
<b>Decision:</b>	To suspend the Council’s Street Trading Policy which was adopted by Cabinet on 21 June 2022 to allow for a review and the adoption of a new policy.
<b>Public or Exempt:</b>	Public
<b>Reasons for exemption:</b>	Not applicable
<b>Conflicts of interest:</b>	No
<b>Policy compliant:</b>	Yes
<b>Details of delegation:</b>	<p>The Chief Executive Officer is authorised to take any and all actions considered appropriate in an emergency to protect and/or further the best interests of the Council, the District of South Kesteven and/or the public, subject to:</p> <p>a) Consultation with the Leader of the Council or in his or her absence the Deputy Leader and any appropriate Cabinet Member</p>

	b) A report of the action taken and the reasons behind it being presented to the next meeting of the Cabinet, Council or relevant Committee
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	c) Informing the Opposition Group Leader of the action that has been taken
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## 1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

### ***Finance***

- 1.1 Within the Council's fees and charges structure the cost associated with obtaining a street trading permit is £21.00.
- 1.2 Due to difficulties around the enforcement of the current Street Trading Policy and the application process, the take up year to date has been low and the income generated amounts to £707.25. Therefore, the financial impact of suspending the Street Trading Policy for a six-month period to facilitate an improved process will have a minimal impact on the councils' finances. Subsequently, if the renewed policy leads to increased take up this could recover the lost income for the suspended period.

Completed by: David Scott – Assistant Director of Finance and Deputy s151 officer.

### ***Legal and Governance***

- 1.3 There is provision within the Council's Constitution that the Chief Executive Officer can make the decision to suspend the Street Trading Policy under Emergency Powers.
- 1.4 In line with the Constitution this decision has been made in consultation with the Leader, Portfolio Holder and Leader of the Opposition.

Completed by: Alison Hall-Wright, Deputy Monitoring Officer

## **2. The Purpose of the Report**

- 2.1 To record the decision to suspend the Council's Street Trading Policy which was adopted in June 2022 for a period of six months to facilitate a review and adoption of a refreshed Policy.

## **3. Background**

- 3.1 The Council's Street Trading Policy was adopted by Cabinet on 21 June 2022. This replaced the previous policy and included the provision of an enhanced application process. Currently to support an application the below criteria and evidence must be submitted:

- Proof of right to work in the UK
- One passport photograph
- A photograph of the trading unit, stall or vehicle
- A location plan or map identifying the position of the trading site
- Written permission from the landowner if the site is privately owned
- Evidence of insurance of at least £5 million
- An MOT certificate if a vehicle is to be used
- If the business involves the sale and preparation of food the vehicle must have been inspected and received a food hygiene rating
- A current valid gas safety certificate for the vehicle or stall if applicable
- A basic Disclosure and Barring Service Certificate (DBS) for the stall operator and each employee

- 3.2 The current application for a street trading permit is six weeks.

- 3.3 Since the policy was introduced it has proved difficult to enforce the Street Trading Policy. The size and rural nature of the district means there is a reliance on event organisers to apply for street trading permits as enforcement action would require a significant level of resources.

- 3.4 The Council has also received feedback that the street trading application process is overly complicated when compared to the process in other districts. In addition, the current Street Trading Policy is applicable to both commercial retailers as well as charity stalls and events. It has proved difficult for charity event organisers to satisfy the application criteria.

## **4. Preferred Option**

- 4.1 To suspend the Council's Street Trading Policy for a period of six months to facilitate a review and development of a refreshed policy for adoption.

## **5. Reasons for the Decision(s)**

- 5.1 The take up of the current Street Trading Policy is extremely low. The application process is lengthy and deters smaller events and charities from applying for a permit.
- 5.2 The suspension of the current Street Trading Policy for a period of six months will allow for a thorough review and allow a refreshed policy to be developed and adopted.

Signed by: **Karen Bradford**

Dated: **25 July 2025**