

LONDON BOROUGH OF CAMDEN

**STANDARD CONDITIONS APPLICABLE TO STREET
TRADING LICENCES**

1 APRIL 2025

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LONDON LOCAL AUTHORITIES ACT 1990 (AS AMENDED)

REGULATIONS MADE BY THE LONDON BOROUGH OF CAMDEN PURSUANT TO SECTION 27(3) OF THE LONDON LOCAL AUTHORITIES ACT 1990 PRESCRIBING STANDARD CONDITIONS APPLICABLE TO STREET TRADING LICENCES WITH EFFECT FROM 1 APRIL 2025

The headings inserted in these Regulations **hereafter referred to as conditions** are for guidance only and shall not affect in any way the meaning of the conditions.

Definitions

1. In these conditions unless the context otherwise requires the following expressions shall have the following meanings:
 - i. “Act” means Part III of the London Local Authorities Act 1990 as amended and the London Local Authorities Act 2012.
 - ii. The “Council” means the London Borough of Camden.
 - iii. “Street Trading” shall have the meaning described in Section 21 (1) of the Act.
 - iv. “Licensed Street Trader” means any person who is licensed for street trading under the Act.
 - v. “Street Trading Licence” means a licence granted under Act and valid for the period specified therein being not less than six months and not more than three years.
 - vi. “Temporary Licence” means a licence granted and valid for a single day or for such period as may be specified in the licence not exceeding six months.
 - vii. “Receptacle” includes a vehicle or receptacle and any basket, bag, box, vessel, stand, stall, easel, board, tray or thing which is used (whether or not constructed or adapted for such use) as a container for the display of any article or thing or equipment used in the provision of any such service.
 - viii. “Stall” means any structure, box, table, stand or thing used to display goods or protect the goods or the licence holder or his assistant.

- ix. "Assistant" means a person employed by and acting under the directions of a trader to assist him about the business of the receptacle and whose name and address has been notified to the Council.
 - x. "Awning" means a sheet of canvas or other material, used as a protection against the weather, which projects as an extension of the roof beyond the structure of the receptacle.
 - xi. "Premises" means a shop, house, or a block of flats immediately behind the licensed pitch.
 - xii. "Designated pitch" means a pitch in any street authorised as a place at which street trading may be engaged in by a street trader.
 - xiii. "Refuse" includes any waste material.
 - xiv. "Trader" means a person in whose name a current licence is held authorising street trading from a licensed street trading pitch.
 - xv. "Consent" means the consent of the Council in writing.
 - xvi. "Commodities" means any goods, wares or merchandise for sale at a stall.
 - xvii. "Officer Panel" means a collective of Council Officers.
2. In these conditions in accordance with the provisions of Section 6 of the Interpretation Act 1978 unless the contrary intention appears:
- Words importing the masculine gender include the feminine.
Word importing the feminine gender include the masculine.
Words in the singular include the plural and words in the plural include the singular.
3. All other expressions shall be construed in accordance with Part III of the Act and unless the context requires otherwise any reference to a licensed street trader shall include any assistant employed by that trader.

General

4. The Council may add special conditions where it considers appropriate and in the event of any conflict between these standard conditions and any special conditions attached to a licence, the special conditions shall prevail.

5. Licensed street traders shall provide written notice to notify the Council of any permanent change of address, change of phone number, email address as soon as it occurs.
6. Notwithstanding section 26 of the London Local Authorities Act 1990 (As amended) the Council may at their discretion grant the licence to an employee of at least five years standing of the former licence holder where—
 - a) (i)the former licence holder had previously notified the council of his employment of that person; and
 - b) (ii)the former licence holder or the applicant has made available to the council all necessary tax, pay slips and other records to prove that the person is or was a bona fide employee for at least last 2 years.

Other Legislations

7. The grant of a street trading licence shall not be deemed to give any approval or consent which may be needed under Byelaw, enactment or regulations other than Part III of the London Local Authorities Act 1990 (as amended) and the London Local Authorities Act 2012.
8. Traders shall comply with Trading Standards legislation i.e.
 - Goods sold by weight must be sold in metric units.
 - Goods that contravene the Trademarks Act 1994(counterfeit goods) must not be sold.
 - All goods must have a price inclusive of VAT displayed on them.
9. No Trading shall take place that involves the sale of food unless the licence holder is complying with all current food safety and food standards legislations.
10. If authorised to sell food, the licence holder shall provide a first aid box, a fire extinguisher and a fire blanket on the stall that is readily available for use at all times that they are trading.
11. The licence holder must ensure the safety of themselves and other users of the market and must comply with all relevant and current legal requirements for health and safety (including, but not limited to, those relating to electrical, gas and fire safety).
12. Heat producing equipment (e.g. braziers) shall be so placed within the trading area as to offer maximum safety to the public. The position of such equipment in relation to other goods or materials shall be agreed with the Council's officers. Use of coal is strictly

prohibited as a mode of cooking unless approved in writing and for agreed trading area.

13. The licence holder shall only trade from receptacle that has been approved by the Market Team and that is set up in accordance with the approved design and layout. The licence holder shall maintain their receptacle to minimise any deterioration in its appearance following the approval by the Market Team and shall remove any defacement from their receptacle as soon as it is reasonably practical.
14. Any receptacle provided by the Council shall be kept in good repair and any damage to the receptacle may be chargeable to the licensee.
15. The Council's Environmental Health Officers and any other authorised officers shall approve all food receptacles where it is deemed necessary and as required under current food safety and food standards legislations.
16. A licensed street trader and his assistant shall comply with current Health and Safety legislation and where food is sold, they shall also comply with current Food safety and Hygiene legislations.
17. Where compliance notices are issued with regard to Food safety and food standards legislations those matters must be addressed within the notice periods given by the relevant enforcing authority.
18. All traders who sell foodstuffs from their stalls shall ensure they are registered as a food premises with the relevant section of the Council prior to submitting a street trading application.

NOTE: Failure to comply with legislation may result in enforcement action taken by the relevant section of the Council

19. All traders selling food from their licensed pitch shall employ a registered assistant holding a level 2 Food safety and hygiene certificate.
20. Food businesses shall attain a food rating of 3 or above to be issued a street trading licence or a temporary registration. If the score is below 3, they shall pay to be re-rated and attain a score of 3 or above within 6 weeks.
21. Your cooking method and the re-heating of any food item shall not cause a nuisance either by smoke or other air pollutants, odour or

noise to nearby residential properties, other stall holders and pedestrian pathways. Please refer to Camden's Guidance for reducing air pollution, smoke and odour from street cooking activities.

22. Failure to comply with relevant legislations shall result in enforcement action taken by the relevant Enforcing Department of the Council.
23. The licence holder shall provide suitable and adequate premises for the storage of their receptacle when trading is not taking place.
24. The licence holder shall provide suitable and adequate storage of any perishable goods whilst at the licensed pitch, transporting the goods to/from the licensed pitch and away from the licensed pitch when trading is taking place.
25. The licence holder shall notify the Council in writing of any change of addresses at which the stall and perishable goods are stored when trading is not taking place within 5 days of the change occurring.

Conduct of Traders

26. The licence holder and their assistants shall treat the public and Council Officers fairly and with courtesy. The licence holder and their assistant/s shall not engage in any criminal activity or anti-social behaviour and, in particular, shall not engage in the following at the pitch:
 - (i) Indecent behaviour towards the public or other licence holders.
 - (ii) Acts of violence against any person (including other licence holders) or property and/or the attempt or threat of such acts.
 - (iii) Verbal abuse and/or aggression displayed towards any person.
 - (iv) Intimidation of any other licence holder.
 - (v) Touching, moving or interfering with another licence holder's stall.
27. Licence holders or their assistants must not commit any acts of harassment (whether based on age, disability, ethnicity, gender, sexual orientation, gender-reassignment). Refusal to serve without reasonable cause, or permit access to a stall, licensed site, premises or services. Marriage and civil partnership, religion or belief, pregnancy and maternity, health and income status) against any person, including council staff and their own employees. Harassment is considered to include, but is not limited to:
 - Violence or threats of violence towards any person.

- Abusive or insulting words and/or behaviour towards any person
 - Damage or threats of damage to property belonging to another person.
 - Writing threatening, abusive or insulting public messages.
 - Any act or omission calculated to interfere with the peace or comfort of any person, to inconvenience such person or otherwise considered to bring the markets into disrepute.
28. Licence Holder shall not mislead the public about their legal rights verbally or with notices. Any notices must be approved.
29. Licensed Street Traders shall carry their street trading licence and street trading licence ID card at all times when trading. These licences shall be shown on request to an authorised officer of the Council or to a police officer. Street trading licence and/or ID Card shall be prominently displayed when street trading activities are taking place at all times.
30. Any allegations made by licence holders or their assistants against members of the public, other licence holders or council staff shall be fully investigated. However, if such allegations are found to be without factual basis and were made in a frivolous or malicious and/or disingenuous manner, then the suitability of the individual responsible for the allegation to hold a street trading licence (whether permanent or temporary) or be a registered assistant may be called into question.
31. In order to protect our community, any existing licence holder or assistant who is convicted, cautioned, arrested, warned or admits to the commission of any offence relating to drugs, dishonesty, public order, weapons or bladed articles, sexual offences, non-fatal offences against the person, consumer related offences (including safety, counterfeit, copyright, pricing and food hygiene) or the unlicensed sale and supply of alcohol shall have their licence reviewed to consider their continued suitability to trade or remain as a registered assistant.
32. Licence holders and their assistants are strictly prohibited from trading whilst under the influence of alcohol or illegal substances.
33. A licensed street trader and any assistants employed by them shall give every reasonable assistance to Council Officers in carrying out their duties

Assistants

34. Any assistant employed by the licensed trader, whether paid or not, should be registered with the Council Street Trading Team. Any breach of legislation or Street Trading conditions committed by the assistant may have a bearing on the licence.
- (a) At any one time, the licence holder shall have no more than 4 registered assistants per licensed pitch and all registered assistants shall be covered by Employers Liability Insurance.
 - (b) Registered assistant/s can only be registered to 2 permanent licence holders within a 12-month period.
 - (c) The licence holder shall notify the Council in writing of any permanent change of their name, address, telephone number and/or email within 5 days of the change occurring.
 - (d) The licence holder shall provide the Council with written notification of any change in the name, address and/or telephone number of any of their registered assistant/s within 5 days of the change occurring.
 - (e) The licence holder shall notify the Council in writing if a registered assistant ceases to work for them within 5 days of them ceasing.
35. A full registration providing the details as set out below must be submitted to the Market Service by the licence holder in respect of each and every assistant to be employed by the licence holder:
1. Written details of the assistant's full name, address, date of birth, mobile and landline phone number, where applicable
 2. Two identical and up-to-date full-face photographs of the assistant.
 3. The assistant's valid NI number, copy of a valid UK passport (or overseas passport with work permit) and/or other satisfactory evidence that they are eligible to work in the UK, such as a letter from the Home Office.
 4. Proof that they are covered by both public liability and where applicable, Employer liability, insurance
 5. Proof of payment of the appropriate fee
 6. Any other information that we may reasonably require or consider relevant.
36. The Council should be informed immediately of any change of named assistant and confirmed in writing within 5 working days.
37. Restrictions on child employment: A licensed street trader shall not employ any child, whether paid or not, in the business of street trading, including the putting out or stocking of receptacles, clearance of refuse, attending a site or any related activity. 'Child' means a

person who is not over compulsory school age. A person shall be deemed to be over compulsory school age as soon as they have attained the age of seventeen years.

38. No trading shall take place unless the licence holder or registered assistant/s is present.
39. All registered assistants shall carry photographic identification such as their passport, photo-card, driving licence or national identity card, when working under a licence. The assistant shall produce their photographic identification for inspection by a Council officer on request.

Conditions relating to the Trading Area, Times, Commodities, Attendance etc.

40. Trading shall only take place at the location stated on the licence or such other temporary location as agreed with the Council.
41. The trading area shall not exceed the dimensions specified on the licence or any stall limits marked on the ground unless otherwise agreed in writing by the Council, except during immediate re-stocking of the stall. No goods or other articles whatsoever shall project beyond or be placed alongside or around the extremities of the designated pitch area.
 - (a) All goods, containers or other articles shall be contained within the licensed pitch area and height and shall not project beyond.
 - (b) The licence holder shall not connect any part of their stall, advertisement or goods for sales to any other stall or to any electric bollard, socket pillar, lamp post or other street furniture, except for an electric cable connected to an electric point.
 - (c) No barrier shall be used on or around a licensed pitch unless specific consent for their use has been obtained from the Council.
42. Trading shall only take place on the days and during the times specified on the licence.

Note: Trading times include setting up and packing away stalls. Any trader wishing to trade outside these times must make an application in writing to the Council.

43. Only commodities agreed at the time of issuing a permanent street trading licence shall be displayed and offered for sale. Any requests for variation of licence shall be submitted to the Councils Officer

Panel for a decision. Agreed commodities shall be listed on the licence and only those shall be offered for sale or displayed on the pitch. The Retail Market Officer will agree commodities for Temporary Registered Traders on issue of a temporary licence to trade.

44. The licence holder shall ensure that there are no counterfeit goods present on the pitch or in any associated storage facilities.
45. The licence holder shall display prominent signs for all age restricted goods. The licence holder shall keep a log of refusal of sales and produced same upon reasonable request.
46. Any licence holder selling knives shall ensure that knives on display for sale are removed or kept away from public access in a safe and secure position. Sales of knives shall be done upon age verification only to the appropriate standards - 'Think 21' or 'Think 25
47. The licence holder shall keep a record of the names, address and contact number of the suppliers of their goods so that for any item, the supplier can be contacted if required. The supplier's contact details shall be provided to a Council Officer on reasonable request.
48. The licence holder shall ensure that all goods displayed on the pitch, save for works of art or antiques, are priced in such a manner that customers can determine their price without the assistance from the licence holder.
49. No trader shall sell or permit to be sold on the Market ornamental weapons or replica guns, fireworks or anything else which, in the opinion of the Market Team, is considered to be a risk to anyone attending the Market.
50. No trader shall sell on the Market tobacco, vape (and vape associated) products, drugs or pharmaceuticals (including items that imply support of the same) or any substance that contravenes the Misuse of Drugs Act 1971 and Misuse of Drugs Regulations 2001.
51. No trader shall sell on the Market any chemical substances or products that may result in injury to or death of any person, including, without limitation, glues, legal highs, weapons or knives.
52. The sale of alcohol on the Market must in the first instance be approved by the Market Manager. If so approved, a temporary event notice (permitting the sale of alcohol in a public place) (a 'TEN'), supported by a risk assessment carried out by the trader as to how the supply and consumption of alcohol at that event will be

- managed, must be served by the trader on the Council. If the Council approves the TEN, the trader shall keep the TEN in a safe place where the event is held and shall display a copy of the notice where it can be easily seen.
53. Traders shall not be permitted to sell Goods on the Market that bring, or which may bring the Market into disrepute.
54. No trader shall sell or permit to be sold on the Market any item that contravenes:
- Copyright Design and Patents Act 1988
 - Trade Descriptions Act 1968
 - Trademarks Act 1994
 - Video Recordings Act 1984
 - The Consumer Protection Act 1987
 - The General Product Safety Regulations 2005
 - Toys (Safety) Regulations 2011
 - The Cosmetic Products Enforcement Regulations 2011
 - or other applicable Trading Standards legislation
55. No stalls of an auctioneer nature will be allowed to trade on any market.
56. No advertisement shall be displayed on the licensed pitch, which relates to any goods, commodities or services other than those offered for sale or provided on that pitch unless otherwise agreed in writing by the Council's Street trading team; obtaining separate planning permission does not constitute as permission from the street trading team. All advertisement shall be located within the licensed pitch and shall occupy no more than 10% of the surface area of each side of the stall.
57. The name of the stall and goods and services on offer shall be displayed:
- (i) for kiosk- fascia sign equivalent to a shop front
 - (ii) in case of a gazebo- tension roof or on the valance or on a board inside the stall.
 - (iii) No advertisement shall be displayed on the licensed pitch that relates to any goods, commodities or service other than those offered for sale or provided on that pitch.
 - (iv) No advertisement comprising of three-dimensional representations of products (such as but not limited to, replica ice cream cones, coffee cups or chocolate bars) shall be displayed on the stall.

- (v) No free-standing advertisement shall be located outside of the pitch area.
 - (vi) No A board or other free-standing advertisement shall be located within the licensed area unless it is part of the stall design that has been approved by the Council.
 - (vii) No notices shall be displayed in the licensed pitch that would restrict a consumer's statutory right such as "no refunds" or "no returns"
58. No substances, sprays, potions or liquids may be sprayed, placed or used except in a suitable container placed within the confines of the stall and then only to promote goods being sold. This does not apply to cleaning substances made specifically for and being used for cleansing purposes.
59. Traders shall always display a notice indicating the licensed pitch number of the receptacle. This notice shall be kept prominently and permanently exhibited on the receptacle together with the name or business name of the trader.
60. Licensed Street Traders shall be in personal attendance at their pitch for the majority of their trading time. The majority of the time is defined as 60% of the time the pitch is in operation on each trading day. At all other times the stall may only be operated by an assistant registered with the Council.
61. If a licensed trader operates more than 1 trading pitch in the borough then the 60% will be equally split between the number of sites on a pro-rata basis.
62. Any licensed trader who is absent for a period greater than the 60% attendance requirement must formally notify the Council in writing, to advise them of the periods and purpose of their absence. The Council reserve the right to withdraw a licence if a trader is found to be in breach of this condition.
63. The licence is for the sole use and benefit of the licence holder and whilst it provides permission to trade and bestows trading rights, it does not confer ownership of the allocated pitch. Licence holders must therefore not assign their licence to anyone else, employ a manager in their place or otherwise sublet any part of their stall. If we have evidence that this condition has been breached, then the licence holder and other persons trading or assisting on the stall may be subject to enforcement sanction, including revocation of licence.

64. Where a market redesign or local area redevelopment project is undertaken Licence holders, upon grant or renewal of their licence, may be required to use a specific receptacle/kiosk and design that must be adhered to for the overall benefit of the street trading area. The licence holders may be required to trade from alternative locations for a period of time to allow the public realms works to take place.
65. Where Council owned equipment is provided, Licence holder may be requested to pay a fee to use the equipment and for the set up and set down service and agree to terms and conditions for this service.
66. Where storage has been provided, Licence holder may be requested to pay a fee to store equipment and goods and agree to terms and conditions for the use of this storage.
67. Where there are planned events taking place in a market, licence holders may be required to trade from alternative locations for a period of time to allow the event to take place.
68. If a pitch is not utilised by the licence holder by the times set out in the standard conditions without the prior approval of the Council or its representative, the Council may at its discretion relet the pitch for that day for street markets only.

Receptacles

69. The licence holder shall only trade from receptacle that has been approved by the Market Team and that is set up in accordance with the approved design and layout. The licence holder shall maintain their receptacle to minimise any deterioration in its appearance following the approval by the Market Team and shall remove any defacement from their receptacle as soon as it is reasonably practical.
70. Any receptacle provided by the Council shall be kept in good repair and any damage to the receptacle may be chargeable to the licensee.
71. For licence holders operating from Council owned receptacles/kiosk, the Council may charge an approved charge to cover the ongoing upkeep, maintenance and replacement. The licensee will be responsible for maintaining the internal area and for any power and water provision, including the payment of all usage and standing charge costs. The Council has the right to carry out an annual inspection of the kiosk.

72. Receptacles used for the sale of food shall be maintained and regularly cleaned to ensure the food is protected from risk of contamination.
73. The licensed trader shall not permit any awning or roof of his receptacle to project over the footway, unless approved in writing by the Council. No receptacle shall have any attachments likely to cause damage to the street.
74. No receptacle shall be connected physically in any matter with any other receptacle or premises or street furniture or such like without the prior written consent of the Council.
75. Traders shall notify the Council's Street trading team and other relevant Council departments/section in writing of any change of address or addresses at which the receptacle and any perishable goods are stored. Such notice shall be given within 7 days of the change.
76. Planning permission shall be required for any semi-permanent kiosk or receptacle remaining overnight or for the replacement of an existing kiosk. It shall be the responsibility of the licence holder to obtain this planning permission. The licence holder needs to seek support from the Street Trading Team on the proposed design and colour prior to submitting a planning application. Once planning permission is obtained, the licence holder shall notify the Market Team and seek approval for the new approved receptacle proposed to be put in place.

Removal of receptacle:

77. A licensed street trader shall immediately remove the receptacle and goods for so long as may be necessary if required to do so by a Police Officer or an authorised officer of the Council, in the event of an emergency, or in the exercise of any of their powers and duties.
78. A licensed street trader shall remove the receptacle and goods at the end of each trading day with the exception of those receptacles that have written consent from the Council to remain overnight on the designated pitch or other agreed location. Any receptacle left without permission may be removed and a fee charged for removal and storage as detailed in the street trading fees and charges.

Power and other services

79. All electrical connection shall comply with the current edition of the Institute of Engineering & Technology(iet) Wiring Regulations. The Equipment shall be constructed and maintained to prevent danger with the Electricity at Work Regulation 1989, or any Act /regulations amending and replacing the same. Appropriate device such as 30 mA Residual Current Devices shall be used, when necessary, particularly where the electrical equipment will be exposed to adverse conditions or will be used in association with handheld devices.
80. A licensed trader shall ensure that any connection for the purposes of supplying electric light/power shall be readily detachable; any electric cable that is to be suspended above the public highway shall have a minimum clearance of 2.6m (8'6") from the footway and 5.1m (18'6") from the carriageway. Where electricity supply points have been installed, the licensing authority will make arrangements for maintenance work and periodical inspection and testing of the supply equipment. Fees to cover this work, as well as for the eventual replacement of the electrical supply at the end of its lifespan, will be levied and added to the charges for the licence. Fees may also be levied for the use of the electricity itself where direct arrangements between licence holders and the electricity provider do not exist. Licence holders may make alternative arrangements for electricity where a supply has not been provided by the council. Such arrangements may involve taking a supply from nearby premises. Electricity from renewable sources such as solar panels will be encouraged.
81. The Licence holder shall arrange for all electrical equipment be inspected by a competent person at appropriate intervals and shall retain the most recent certificate of inspection on the stall at all times that they are trading. The certificate shall be made for inspection by a Council Officer on request
82. No electrical installation shall be made without receiving written consent from the Council
83. If the Council need to have any appliance tested, a fee as set out in the annual fees and charges will be charged to the trader
84. Electricity provided by the Council shall, except with the written consent of the Council, be used only for the purpose of lighting; the operating of electrical scales and tills; the operating of credit card authorisation machines and the testing of low wattage electrical goods.
85. A licence holder shall agree and sign an agreement relating to the terms and conditions of using Council power bollards, which will

include - agreeing to pay a fee for the cost of the electricity used (including a maintenance and repair element), the cost of any damage that is caused by their trading activity or equipment used. The licence holder shall request authorisation of all equipment proposed prior to using, specifying loading details for each item and confirmation of PAT testing of equipment. There will be a limit to what items can be authorised due to loading capacity of the system.

86. A licence holder shall be held liable for any damage to any installation provided by the Council for the purpose of supplying electricity if it is shown that such damage was caused by their action or neglect.
87. Where an electrical supply has been provided by the Council for use by the licence holder:
 - (i) No electrical supply other than that provided by the Council shall be used by the licence holder on the stall.
 - (ii) The licence holder shall ensure that all electrical equipment in use on the stall is compatible with the electrical supply and does not either individually or in combination, exceed the rating (maximum amperage) of the supply
 - (iii) The licence holder shall be liable for the fees incurred in their use of the electrical supply and shall pay all such fees within 4 weeks of them becoming due.
 - (iv) The licence holder and their assistant(s) shall take care when using or working nearby any electrical supply point. The licence holder shall be liable for any costs incurred in repairing electrical supply points due to their or their assistants' reckless behaviour or deliberate misuse of the electrical supply.
88. The licence holder shall only use the electrical supply of a premises where no electrical supply point is provided by the Council. In such cases: the licence holder shall obtain the written consent of the bill payer and the Council in advance of connecting to the supply; all supply lines shall be overhead with clearance of at least 2.6m and no cables shall be trailed along the ground; the licence holder shall ensure that their supply lines are securely installed and suitably protected from damage and water ingress.
89. The licence holder shall ensure through a system of checks and testing that all gas appliances, flues, pipe work, and safety devices are maintained in a safe condition and shall make a visual inspection of these prior to them commencing trading on any day
90. The licence holder shall arrange for all gas appliances, flues, pipe work and safety devices to be inspected by a competent person at appropriate intervals and shall retain a copy of the most recent

certificate for submission to Market Team and for inspection on the stall at all times that they are trading. The certificate shall be made available for inspection by a Council Officer on request.

91. All LPG cylinders, regulators and change-over devices shall be located in the open air or housed in a separate well ventilated, fire-resistance compartment. Any such compartment shall be ventilated at low level to the external air and shall have an exclusive access from outside the receptacle to enable safe access to shut off the cylinders in case of fire. The compartment shall be clearly marked "LPG – Highly Flammable – No Smoking".
92. Cylinders shall be stored well away from drains, wastewater pits and soak-a-ways and shall be protected from tampering and/or accidental damage. Pipes, fittings and fixtures shall be provided with appropriate compression crimped joints. No slip-on rubber hosing shall be used without means of securing them and no hosing secured by work-drive "jubilee clip" type fittings shall be used.
 - All LPG/Pressurised cylinders shall be stored outside any pitch, vehicle or building connected to the appliance via securely fixed metal piping or armoured flexible piping. Only cylinders using pressure relief valves will be allowed which must be positively secured in the upright position.
 - All LPG/pressurized cylinders not in use must be stored upright in the open air away from any fixed or temporary source of ignition, with suitable hazard warning signage provided, complying with the Health and Safety (Safety Signs and Signals) Regulations 1996.
93. No trading shall take place unless adequate fire fighting equipment is provided on the stall that is appropriate for the goods on sale, equipment in use and size of the stall. The licence holder shall provide as a minimum:
 - (i) a Class A fire extinguisher of at least 4.5ltrs if they are authorized to sell non-food commodities.
 - (ii) a fire blanket and a Class B extinguisher (Foam or Dry Powder, as appropriate) of at least 4kg/4lt size if they are authorized to use cooking facilities.
 - (iii) a class F type fire extinguisher if they are authorized to use a deep fat fryer.
94. The licence holder shall ensure that all fire fighting equipment has been adequately tested by a competent person and is in good working order.

95. The licence holder shall be familiar with the operation of their fire safety equipment and shall position it on the stall so that it is readily available for use at all times that they are trading.
96. The licence holder shall ensure that their assistants are all aware of what to do in the event of a fire.
97. The licence holder shall keep the pitch clean and tidy and shall avoid a build-up of combustible materials.

NOTE: Fires and heaters of any description are not permitted.

98. Mobile electrical generators, portable heating appliance (e.g. braziers) or liquefied petroleum gas or other services shall not be used without the written consent of the Council.
99. Licence holders and their assistants must contain all refuse in an appropriate manner, using containers or bags provided or approved by the council and which shall be kept exclusively for that purpose. They must cooperate to enable such containers and bags to be removed or emptied as often as may be necessary into any vehicle or other receptacle provided for the purpose. Such containers should be kept as clean as reasonably practical. The licensee shall keep the pitch area clean and swept of any debris throughout the trading day, in particular shall be the duty of every licensee to pick up all litter, debris packaging and detritus both within and outside their pitch area that has been produced in the course of his/her business or could reasonably be assumed to have been so produced.
100. Refuse containers for any non-liquid waste shall be emptied whenever necessary into any vehicle, container or compactor provided by the Council for that purpose. Refuse containers for wastewater and oil shall be removed by the licence holder at the end of trading period for disposal. Any oil disposal in our drains will result in enforcement actions.
101. Licence holder selling food items (hot or cold) must contain their waste at all times to prevent spilling of any liquids.
102. Failure to comply with the control of waste may result in the trader being liable for prosecution. i.e. being issued with a fixed penalty notice (FPN) and/or, revocation of licence.
103. The licence holder shall not intentionally permit their stall or accessories to cause damage to the carriageway or footway and shall

leave the trading pitch in a clean condition at the end of each trading period.

104. The licence holder or their assistants shall remove the stall and goods for so long as may be necessary in the event of an emergency or in exercise of the Council's powers and duties when reasonably required to do so by a duly authorised officer of the Council, a police officer or an officer of any other emergency service

Use of Vehicles

- 105 The licence holder shall remove their vehicles, unless they are the licensed receptacles, and all other items used for the setup of the stall by the time prescribed in any relevant traffic management order for the pedestrianization of the street.

Prior to the time prescribed in the relevant traffic management order for the pedestrianizations of the street, the licence holder shall not leave their vehicle in the street in which they trade unless the vehicle is:

- i) the licensed receptacle.
 - ii) parked in approved parking spaces such as parking bays; or
 - iii) temporarily parked for the purpose of loading and unloading goods during the set-up of the stall.
106. The licence holder shall not return their vehicle to the market until the time period prescribed in the relevant traffic management order for the pedestrianisation of the street has ended, whichever is later:
- (a) Loading and unloading shall be carried out as quickly as possible and the vehicle removed immediately on completion to an approved parking place.
 - (b) A licensed trader shall not permit vehicles used in connection with the licensed pitch to be in the vicinity of the trading area for loading/unloading or other purposes during trading hours.
 - (c) A licensed trader shall not permit parked vehicles to obstruct exits (including those from adjacent buildings), aisles or access to safety equipment.
107. A licensed trader shall not permit parked vehicles to obstruct exits (including those from adjacent buildings), aisles or access to safety equipment.

Note: The possession of a street trading licence does not confer any special rights for use of a vehicle, and in particular does not exempt the licensed street trader from the requirements of parking and/or traffic regulations currently in force.

Noise

108. (a) Traders shall not use or permit amplified music or other equipment to be used except in connection with the sale of the licensed commodity and then only at the level determined by the Council so as not to cause nuisance to residents, traders or businesses nearby.
- (b) A trader shall not, to the annoyance or inconvenience of any other person, ring any bell or blow any horn or use any other noisy instrument or speaker or loudspeaker on the Market to attract the attention or custom of any person to any sale or to any goods intended for sale without the prior consent in writing of the Market Team.

Liability, insurance and risk assessment

109. The licence holder shall have a third-party public insurance liability insurance over that is effective throughout the time the licence is in effect that covers the licence holder and all registered assistants whilst working on the stall. The insurance cover shall have a minimum liability of £5 million.
- i. All licence holders shall provide us with sight of originals of applicable insurance certificate at the time their licence is granted and whenever they make any changes to the policy. They must also provide originals of all renewals no later than seven days before the previous certificate expires. We reserve the right to make further copies or contact the insurance company at any point if we deem it necessary to do so.
 - ii. The licence holder shall have a third-party public insurance liability insurance over that is effective throughout the time the licence is in effect that covers the licence holder and all registered assistants whilst working on the stall. The insurance cover shall have a minimum liability of £5 million.
 - iii. Licence holders are prohibited from trading at any time unless they have valid insurance cover and contravention of this condition will result in appropriate enforcement sanction being applied. In the event of a query regarding insurance, or as part of routine checking, a market officer may request sight of

any relevant documentation and/or the licence holder may be required to produce such documentation at the offices of the Markets Service. Failure to produce insurance certificates within 7 days when requested by an authorised officer of the Council will lead to temporary suspension from trading until the certificate is produced and the Council is satisfied with the level of cover.

Notes:

- (a) The council shall not be liable to any trader, or to any trader's employee or attendant, for any loss or damage sustained through fire, theft or through a trader's negligent act or omission.
- (b) The council will not be responsible for personal injury or death of any person unless the personal injury or death has been caused by the negligence of the council or its officers or agents.
- (c) The council shall not be liable to compensate any trader for loss of goodwill, loss of profits, loss of business or otherwise on the termination of the trader's reservation on the Market or at any other time.
- (d) A trader shall indemnify the council from and against all actions, proceedings, damage, claims, losses or outgoings of whatever nature arising out of the trader's use of any stall, pitch, vehicle or stand etc., on the Market and shall take out a policy of public liability and products liability insurance for a sum of no less than £5,000,000 for each and every claim or such other sum as may be determined from time to time by the council and provide a copy of the current policy to the Market Manager on request.
- (e) It shall be the responsibility of each trader to insure their stall, stock, fixtures, fittings and any other valuables brought into the Market against damage by fire, weather, theft, flood or other perils.
- (f) It is the responsibility of each trader to produce their own up to date and regular risk assessments relevant to their occupation of and trading from the Market, including, without limitation, the erection and dismantling of stalls, the use and safety of cables, and/or the management of food hygiene.

National Insurance Number

110. (a) A licensed street trader and named assistants shall provide a National Insurance Number and satisfactory evidence that the number given was issued to them. Temporary National Insurance Numbers are not acceptable.
- (b) A licensed street trader and named assistants shall provide all relevant supporting documents to support their legitimate right to work and in line with any Home Office immigration guidelines in force.

Licences Payments

111. Any permanent ant trader who falls into arrears by 4 weeks or more within the period of the Licence must either clear the debt in full or enter into an agreed payment plan. Failure to do this. Failure to do this will result in a proposed revocation of licence being dispatched, with an invite to attend a Revocation Panel Hearing. Failure to attend this hearing may result in a decision being made in relation to your licence in your absence. Any permanent trader who is in arrears during the renewal process will not have their licence renewed and will be prohibited to trade from 1 April on a permanent licence.
112. Licence holders are also required to pay additional charges reasonably demanded by us for actions like damage to council-owned street furniture, the production of excessive refuse, damage/staining to pavements/blocked drains through discharge of liquid within fourteen days of us demanding payment from them. This is without prejudice to any enforcement sanction that has been or may be taken by us or any other agency.
113. Trading fees are due for permanent licensees regardless of whether or not trading takes place and must be paid in advance of each month.
114. Trading fees are due in advance of trader for temporary licences for days and times requested and authorised by the Market Officer.
115. Trading fees are taken from the street trading approved fees and charges for all street trading markets and isolated sites

Notes Attached to Conditions

- a) Any person who contravenes any of the conditions of a licence may be guilty of a criminal offence and liable on summary conviction to a fine not exceeding level 3 on the standard scale.
- b) Persistent failure to comply with these conditions will lead to the licensed trader appearing before an Officer Panel where consideration will be given to the revocation of the licence.
- c) Where a person employed by a licensed street trader as an assistant fails to comply with these conditions in the absence of the licensed street trader, the licensed street trader will be held responsible.

- d) The Council reserves the right to waive or vary any of these conditions where in any particular circumstance it is deemed appropriate to do so.
- e) Where a licensed Street Trader wishes to have any of the terms of a licence varied, application must be made in writing to the Council.
- f) Where a licensed street trader wishes to surrender their licence, they must do so in writing to the Council providing one month's notice. Failure to do so may result in an administration charge of up to 1 month's licence fee.
- g) All new traders will initially be issued a temporary licence of no longer than 6 months

Information about the Lodgement of Street Trading Licences in Circumstances of ill Health or Carers Leave

- 116. In any cases of sickness/pregnancy where a licence holder is unable to occupy their pitch, they should notify the Market Service on the first day of absence, specifying the reasons and the likely length of absence if possible. During the period of absence, a registered assistant is permitted to trade on behalf of the licence holder or, if they do not employ an assistant, we may temporarily allocate the pitch to a temporary licence holder.
- 117. If the licence holder wishes to have their licence fees waived, then the licence holder is required to provide the Market Service with a medical certificate no later than fourteen days after the first day that they were unable to trade and pay the required deposit fee. Further certificates must be submitted, if necessary, in order to cover the whole period of absence. The licence holder must meet the cost of obtaining any certificate [s].
- 118. After twelve weeks of continuous absence due to medically certified sickness and subject to there being no significant arrears in charges payable, we may exercise our discretion if requested to do so by a licence holder and allow a registered assistant to act on behalf of a licence holder. This does not confer on the named registered assistant any claim over the pitch, or associated rights following the return of the permanent licence holder and must be surrendered at this point if they wish to continue acting as a registered assistant. Such arrangements will be kept under review. In the event that no medical certificates are forthcoming we may take steps to revoke the licence.

119. We will review the suitability of the absent licence holder to continue to hold a permanent street trading licence after six months of continuous absence and every six months thereafter. If it becomes the case that they are unable to return in person and attend their stall to the full extent required by their licence, then they shall be given the opportunity to surrender it and apply for a temporary licence or retire on ill-health grounds, in the absence of a successor being nominated in accordance with 3.4 above. This condition will also apply where sickness exceeds six months aggregate within any 12-month period. This is without prejudice to our taking steps to revoke the licence on the grounds that the licence holder is an individual who has without reasonable excuse personally failed fully to avail himself of his/her licence.
120. Licence holders are required to give written notice forty-eight hours in advance for holidays of a duration which is less than two weeks. For extended leave exceeding two weeks, the licence holder must obtain written permission from the Market Service and ensure that all outstanding fees and charges have been paid. During their absence, a registered assistant will be allowed to trade on their behalf or, if they do not employ an assistant, we may allocate the pitch to a temporary licence holder.
121. A licence holder who is an expectant mother or for adoption or fostering leave shall be permitted to deposit their licence with the Market Service for up to six months or such alternative period as may be specified by law. If they employ a registered assistant, then on application by the licence holder we will allow a named registered assistant to act on their behalf. This does not confer on the assistant any claim over the pitch or associated rights following the return of the permanent licence holder. It remains the responsibility of the licence holder to pay all trading charges. If the licence holder has no registered assistant, then whilst consideration may be given to wholly or partially waiving charges for the period of absence providing evidence is provided as and when requested¹⁰². Where the Council has granted carer's leave the trader may make use of an assistant to run the business during their absence. In cases such as these the licensee is still obliged to pay his/her street trading fees.
122. All other requests for extended leave, on the grounds of paternity leave, religious purposes, carers leave or similar, will be considered on an individual basis to ensure that a fair and reasonable decision is made in every case. Our decision shall be final. Please note, all street trading charges are payable during licensee's absence unless specifically agreed to be waived.

123. Where the Council has granted carer's leave the trader may make use of an assistant to run the business during their absence. In cases such as these the licensee is still obliged to pay his/her street trading fees.

Fees and Charges

124. Street Trading fees and charges are reviewed annually and approved by the Council. Details of annual fees and charges are available on the Council website.
125. Fees are payable in advance in the approved manner as indicated on the invoices. It is the responsibility of the trader to ensure their account is up to date at all times.
126. A trader who falls behind in payments may be required to set up direct debits on their account.
127. Traders who fall more than 5 weeks in arrears with their licence fees will be charged an administration fee as published in the Councils fees and charges document.
128. Traders called to an Officer Panel for breach of licence conditions or for licence arrears will be charged an administration fee as published in the Councils fees and charges document.

Temporary Licence and additional pitch Licences

129. Temporary Licences, additional pitches and regeneration licences may only be used by the Licensee that they have been allocated to. They are not transferrable, and all pitches occupied must be paid in advance and set up only commenced on the authorisation of the Market Officer.
130. Additional pitches will only be allocated where there is availability, the first priority will be to all each temporary trader to be allocated one trading pitch, second priority is for regeneration traders to be allocated a pitch, then if any space remains to allocate as an additional pitch to anyone who wishes to apply. Agreed pitch allocation should be to maximise income.
131. Regeneration Licences are only available at the markets that have been pre-agreed or for specific commodities previously agreed.

132. The request of a trading pitch or payment made does not guarantee a particular trading pitch or location will be issued by the Retail Market officer or a pitch will be available in the market requested.
133. Additional pitch allocation maybe withdrawn in any market at any time
134. Temporary Registration Holders are not permitted to sell food on any market unless they have received written consent from the Market Officer and strict adherence to Food regulations and legislation.
135. The request of a trading pitch or payment made does not guarantee a particular trading pitch or location will be issued by the Retail Market officer or a pitch will be available in the market requested.
136. Additional pitch allocation maybe withdrawn in any market at any time.

Forecourt Trading

137. New applicants need to complete a temporary registration application form providing proof of identity, address and right to work in the UK before a temporary registration will be issued
138. Applicants wishing to apply for a licence for a forecourt or private land need to provide proof that they have the consent of the landowner to trade from that land with land registry documents that show the extent of that land, and that the landowner is aware of their responsibility to manage the trading from their land, including the containment and removal of waste.
139. The licence issued for forecourt or private land trading will cease to be valid if the landowner withdraws their consent
140. The private/forecourt licence holder must ensure all goods and waste are contained within the confines of the private land/forecourt.
141. The licence holder shall have a trade waste agreement in place at all times street trading activities is taking place on the approved forecourt/private land area and all waste is contained on the approved area whilst waiting for collection.

Temporary Licences- additional conditions

142. Temporary licences will only be issued in accordance with the Temporary Licence Procedures and in accordance with Sec 31 London Local Authorities Act 1990(as amended).

143. Temporary pitches, additional pitches, and pitch moves (in markets where this is permitted) will be allocated/agreed by Market Officers. Traders who set up on pitches without prior permission or move without prior permission from the duty Market Officer/s will be in breach of this condition.
144. The Council reserves the right to issue licenses to traders who offer commodities that will enhance the viability of the market before any other trader or applicant and to allocate pitches to maximise income.
145. No trading may take place on the stall of a licence holder unless that person or one of their registered assistants is present. (In the event that this requirement is not complied with we may impose any enforcement sanction that we deem appropriate.
146. A temporary licence issued prior to designation being completed will cease to be valid if a designation consultation is later carried out and committee members have decided that the area applied for is not suitable for designation.
147. A temporary licence may be withdrawn at any time if any breach of licence conditions take place or a change in circumstance with regard to the location for which it has been issued has taken place making that place no longer suitable.

Setting up and Closing Down

148. Any trader not in occupation by the time the market is ready to trade may forfeit their right to trade from the fixed position to which their licence refers, at the discretion of the Council Officer on duty.
149. Where there are Traffic Orders in place within the vicinity of a street market, traders are to comply with timings set out in the order in respect of access, waiting and unloading of vehicles.
150. Street Traders vehicles shall be removed from the trading area and parked on a trader bay or other legal parking place
151. Street Traders shall ensure that electricity bollard supply covers, and water points are secure at the close of each trading day.
152. The size of the trading area shall not exceed the pitch markings, or the area advised by a Council Officer.

153 All equipment, stalls, vehicles to be removed from the market at the end of the trading day. Items remaining may be removed and stored at the licence holder's cost.

154. Timings for licence holders to set up, remove vehicles, return vehicles and set down are as detailed in the agreements for each street trading site.

	Commence setting up by	Ready to trade and vehicles removed by	Vehicles allowed to return from	Casual traders in attendance by	Casual traders ready to trade by
Chalton Street	9:30am	10:00am	3:00pm	10:00am	10:30am
Earlham Street	10:30am	11:00am	N/A	11:00am	11:30am
Goodge Place	10:00am	11:30am	N/A	N/A	N/A
Inverness Street	9:30am	10:00am	4:00pm	10:00am	10:30am
Leather Lane	10:00am	10:30am	2:30pm	10:00am	11:00am
Plender Street	9:30am	10:00am	N/A	10:00am	10:30am
Queens Crescent	9:30am	10:00am	2:30pm (Thur) 3:00pm (Sat)	10:00am	10:30am
Swiss Cottage (Eton Avenue)	8:00am	10:00am 11:30am (sun)	3:00pm	9:00am 10:00am (sun)	10:00am 11:30am (sun)

Eton Avenue – special conditions

155. Street Traders shall have closed down and all stalls must be removed from the market by 6.00pm Monday to Saturday and by 5.00pm on Sundays.

156. The market design and pitch markings will stipulate the maximum number of pitches, which will be no more than 40 on all days Tuesday to Saturday

157. Any trader using a refrigerated unit will be placed adjoining the Avenue Road Access Point on the pitches furthest from the CSSD.

Breach of licence conditions

158. Traders receiving 25 points within a rolling twelve-month period will be invited to an interview with the Market Team Panel at which time consideration will be given as to whether special conditions should be attached to their licence or whether the licence should be revoked. Details of breach of licence penalty points are documented at **Appendix B**
159. Irrespective of any licence conditions, traders should be aware that licences can be revoked under grounds specified in section 28 of the London Local Authorities Act 1990 (as amended)
160. Temporary registered licence holders' commodities will be amended to align with the proposed simplified commodity list from 1 April 2025. Permanent licence holders' commodities will retain existing commodities, unless they chose to amend by consent. Requests for permanent commodity variation shall be made in writing to the Market Team to be assessed and considered by a Market Officer Panel.
161. To allow more flexibility for kiosk and isolated pitch trades to have pricing bands to include all areas and commodities Band 1 (all non-hot food commodities all designated sites in line with the proposed streamlined commodity list) Band 2 Dominion Theatre (any commodity) Band 3 Queen's Square. Band 4 Hot food any location. Band 5 Regeneration Fee for all commodities at agreed locations. A fee may be charged if you are operating from a Camden owned kiosk.
162. Seasonal commodities (e.g. Christmas trees) will not be one of the commodities on the regular licence but can be added for a period of 6 weeks on grant of a temporary street trading licence, upon receipt of a valid application to the Council.

Storage:

163. At locations where individual barrow stores are available. Licences to use these barrow stores will be issued on application subject to availability and subject to the applicant actively trading in a Camden Council Street trading site and agreeing to adhere to the terms and conditions attached to the licence outlining the terms of use, hours of access and list of prohibited items to be stored. Priority will be given to licence holders that are trading from a market in closes proximity to the storage. There may be a fee to cover the use of these barrow stores to cover ongoing maintenance, repairs, cleansing, electricity and water costs, such as annual electrical checks etc. The licence to

use the storage will be withdrawn if the licence holder is no longer a street licence holder or found to be storing prohibited items.

164. At locations where shared storage is available. Licence holders will apply for a storage area, and this will be allocated subject to availability and the applicant actively trading in the Camden Council Street trading location closest to the storage. The licence holder will be issued a licence for this storage, outlining the terms of use, including hours of access and a storage cage to use. There may be a fee to cover the storage use to cover ongoing maintenance, repair, security, electricity, water and cleansing costs. The licence for storage will be withdrawn if the licence holder is no longer a street trader or found to be storing prohibited items.
165. Licences for individual storage and shared storage will be issued with attached conditions outlining the agreed terms of use, hours of access and items prohibited for storage, such as gas canisters/cylinders.
166. At locations where a prep kitchen is available space will be allocated to use these kitchens on a first come first served basis, subject to the agreement to pay the required fee for this use. Time slots will be allocated to individual licence holders.
167. At locations where licence holder toilets and equipment washing facilities are available, licence holders must use these facilities with care and report any damage to the street trading team as soon as noticed.

APPENDIX B

London Borough of Camden-Breach of Licence Conditions (Applicable From 1st April 2025)

The Retail Market Officer (RMO) will issue “Licensed Pitch Inspection Reports” for breaches of licence conditions. The way in which these reports will be issued is as follows:

A: Licensee or Worker is present at the pitch at the time of the inspection

If the licensee or worker breach any of the Standard Conditions, the RMO will issue a “Licensed Pitch Inspection Report” indicating the nature of the breach and the number of points awarded. The licensee or the worker will be given a copy of this report and will be asked to sign as an acknowledgement that it has been issued. This does not imply that the offence has been accepted.

If the licensee or worker signs the Licensed Pitch Inspection Report the licensee will have 7 days to either:

- (1) submit a letter of mitigation; or
- (2) ask in writing for the alleged offence to be reviewed by a senior officer not directly connected with enforcement in the market.

If the licensee or worker declines to sign or refuses to take receipt of the report, an additional offence may be recorded against the licensee for a breach of SC27 “Failure to give assistance to council officers” and additional penalty points will be awarded against the licensee. A copy of the report detailing the offences and the penalty points awarded will then be sent to the licensee’s home address and the licensee will be advised that they have 9 days to exercise their right to have the matter reviewed.

B: Neither the licensee nor a worker is present at the pitch at the time of the inspection

If a stall is trading at the time of the inspection and the Retail Market Officer is unable to serve a copy of the Licensed Pitch Inspection Report on the licensee, a copy of the Report will be sent to the licensee. The

licensee will be advised that they have 9 days to exercise their right to have the matter reviewed.

C: Appeals Process

If a letter of mitigation or a request to have the alleged offence reviewed by a senior officer not directly connected with enforcement in the market is received, a senior officer of the Council's Market Team will decide whether or not the points should be awarded.

D: Consequences of non-compliance

If a licensee reaches a threshold of 25 points or over within a rolling twelve-month period, the matter may be referred to the Council's Licensing Sub-Committee or Licensing Officer Panel which will then consider if additional conditions should be attached to the licence or if the licence should be revoked, or if the licensee is a casual trader, their name removed from the list of approved temporary traders.

Where the Council considers that the licensee has committed a serious breach of any street trading licence condition/s the licensee may be required to attend the Council's Licensing Sub-Committee or Licensing Officer Panel notwithstanding the above penalty point system. Alternatively, the council may consider instigating legal proceedings whereby the licensee may be prosecuted for breach of conditions.

Traders receiving 25 penalty points within a rolling twelve-month period will be invited for an interview with the street trading team panel at which time consideration will be given as to whether special conditions should be attached to their licence or whether their licence should be revoked. Traders should note that an administration charge as advertised in the Council's fees and charges will be levied against any trader being called to such an officer panel. In exceptional circumstances the panel can waive this administration charge. Serious breaches of the licence conditions may result in legal action under Section 34 of the Act.

If convicted at court this could result in a fine of up to £1000 per breach and be followed by revocation of the street trading licence. Appeals against penalty points issued should be made in writing to the Council. The appeal will be heard before an officer panel for consideration and the trader notified of the outcome of the appeal. Where the Council considers that a serious breach of any street trading licence condition has taken place the trader responsible for the alleged breach may be asked to attend an officer panel hearing notwithstanding the above penalty point system.

Code Narrative of Breach Penalty Points (need to insert new penalty points for any new conditions created)

Code No	Narrative breach of penalty points	points
BLC1	<p>Indecent, aggressive behavior by trader/registered assistant towards the public, an officer of the Council or other licence holders.</p> <ul style="list-style-type: none"> • Acts of violence against any person (including other licence holders) or property and/or the attempt or threat of such acts • Verbal abuse and/or aggression displayed towards any person • Intimidation of any other licence holder • Touching, moving or interfering with another licence holder's stall • False, malicious and or vexatious allegations • Discriminatory behaviour • Failure to treat anyone fairly and with courtesy. • Trader and/or assistants engage in criminal activity or anti-social behaviour at the pitch. 	25
BLC2	Failure to comply with all relevant and current legal requirements for food, health and safety (including, but not limited to, those relating to electrical, gas and fire safety).	25
BLC3	Trading on days & times other than on licence	15
BLC4	Failure to display prominently licence or registration card	15
BLC5	Obstruction of fire path	10
BLC6	Licence holder allows trading without licence holder or registered assistant on stall.	10
BLC7	Failure to remove the stall and goods in emergency event.	10
BLC8	Setting up prior to commencement times	10
BLC9	Depositing Refuse causing hazard and Failure to contain refused as approved by the Council	10
BLC10	Failure to produce street trading licence/registration card or proof of payment for daily trading	10
BLC11	Commodities other than on licence being sold	10
BLC12	Stalls & goods not removed after trading	10
BLC13	Prices not displayed for goods on sale	10
BLC14	Using receptacle not approved by Council	10
BLC15	Playing amplified music causing a nuisance to residents, traders or businesses nearby	10
BLC16	Traders Vehicle not removed/entering before time or after setting time.	10
BLC17	Failure to have a valid parking permit and parked without permission in parking bays	5
BLC18	Oversized trading	5
BLC19	Failure to trade from position indicated on licence	5
BLC20	Failure to supply copy of a valid insurance.	10

BLC21	Suspended electrical cables and cables not secured on the floors causing a safety hazard	15
BLC22	Causing intentional damage to nearby stalls, properties and the carriageway or footway	10
BLC23	Using equipment not approved by the Council and Electrical equipment not compatible with the electrical supply or exceeds the supply's rating.	5
BLC24	Stalls not easily & immediately removable	5
BLC25	Display of unapproved advertisement other than those offered for sale	5
BLC26	Failure to Council in writing of any change of details or circumstances	10
BLC27	Failure to give assistance to council officers	5
BLC28	Using barriers, A-board or other free-standing advertisement in pitch that does not have Council approval.	5
BLC29	Selling age restricted goods without proper checks or photo identification	10
BLC30	Employing enregistered assistant on the stall	5
BLC31	Trader/registered assistant selling or in possession of counterfeit goods.	5
BLC32	Licensee not in personal attendance	5
BLC33	Failure to notify of any change of address or addresses at which the stall and perishable goods are stored.	5
BLC34	Breach of any other condition not listed above	5

APPENDIX C

London Borough of Camden

Commodities Regulation

REGULATIONS MADE BY THE COUNCIL PURSUANT TO SECTION 27(7b) OF THE ACT PRESCRIBING THE PROCEDURE FOR DETERMINING APPLICATIONS

- i. All types of commodities, which are not prohibited by the London Local Authorities Act 1990 (as amended) Food Safety Act 1990, Consumer Protection Act 1987, or the Trade Descriptions Act 1968, are eligible to be licensed in Camden markets.
- ii. Commodities are divided into categories: Licence holders may trade up 2 categories on their street trading Licence (Existing traders will retain their current commodities but should a request for commodity variation be made, they will comply with this regulation. Only the licensed commodities must be displayed or offered for sale.
- iii. Commodities are traded under the four-pitch rule. The four-pitch rule requires that there is separation of a minimum of four clear pitches in either direction, between traders selling the same commodities. These commodity regulations are applied during consideration of all new Licence grants, requests for pitch transfers and requests for commodity variation and also when allocating pitches for temporary daily (casual) street trading Licences
- iv. Licence holders must apply to the licensing authority, clearly stating the nature of the proposed good(s) and proposed method of selling and for food application (method of cooking) either at the stage of first application or for any subsequent change to the goods and services sold on the stall. Applications will be granted subject the criteria below. Fees and charges apply.
 - (a) Where the market, street or area is subject to a development strategy that details specific controls on the goods sold within the market.
 - (b) The goods are classed as prohibited (see Appendix 3).
 - (c) The goods or method of sale applied for may cause or contribute to covenant breaches for landowners or an unacceptable degree of nuisance including cooking odours, smoke, noise, litter and additional cleansing requirements.
 - (d) The goods applied for may cause or contribute to crime and disorder.
 - (e) An upheld complaint or complaints have been received by the Market Team about the sale of the same or similar goods.

- (f) The goods on sale on neighboring pitches and the suitability of the proposed goods in relation to these.
 - (g) The goods on sale at neighboring retail outlets and the suitability of the proposed goods in relation to these.
 - (h) Selling the right goods.
- v. The Market will maintain information about the goods and services currently licensed for each market and isolated pitch. This information will be made available for traders and potential traders to help them make an informed decision about which goods and services may be viable and which market or pitch is suitable for them. It will also be used to help manage licensed pitches and the goods they sell.
 - vi. All requests for Commodity changes will be considered by an officer panel on a case-by-case basis where it is outside of this regulation.
 - vii. The licensed commodities must be specified, on the trader's Licence / Pitch Card, which must be displayed prominently on the stall at all times.
 - viii. Commodities rules apply to both permanent licence holders and casual traders.
 - ix. The council may vary street trading license in order to promote any development strategy which may be in place. This may involve adding to or amending the list of prohibited goods. This may also involve the making of specifying resolutions in respect of isolated pitches where this is considered appropriate.

NOTE: Seasonal event commodities (e.g. Christmas trees) will not be one of the commodities on the regular licence but can be added for a period of 6 weeks on grant of a temporary street trading licence, upon receipt of a written request to the Council.

New Number	Category	Commodity
1	Women's Outerwear	
2.	Men's Outerwear	
3.	Children/Baby Outerwear	Babies wear up to 24 months and children's wear.

4.	Cultural Clothes	Authentic Cultural Wear: Salwar suits /Salwar Kameez, Saree, Lehenga, Kurta tops, Panjabi/Kurta, Pajama, Abaya, Jilbabs, Black Burka
5.	Scarves, Head Scarves, Shawls	
6.	Second-hand and Other vintage Clothing	Second-hand Clothing, Army Surplus, and Industrial Clothing
7.	Underwear and Nightwear	Ladies, Men's, Children's Underwear, Nightwear, Swimwear, Socks, knitted scarves (winter type), Gloves, Hosiery, and Hats
8.	Sportswear and Sports Goods	
9.	Footwear, accessories. Shoe repair services,	
10.	Engraving and Key Cutting	Engraving, Key Cutting, Key Rings, and Locks
11.	Fruit and Vegetables	
12.	Non- prepared Food	Prepacked Food and fruit and vegetables
13.	Prepared Hot food	Prepared Food i.e. (Cooked Food off site) Specific food to be defined on trading licence with agreed cooking method
14.	Hot food cooked on site	Specific food to be defined on trading licence with agreed cooking method
15.	Fish and sea food	fresh and frozen
16.	Horticultural items - Flowers/Plants/ Christmas Trees etc. (seasonal)	Plants, Flowers, Plant Accessories, Gardening Tools.
17.	Floristry, New Age and Ethnic Goods	Floristry Equipment, Dried and Silk Flowers, New Age Goods i.e. Joss Sticks, Oils, and Stones.
18.	Jewelry and accessories etc.	Watches, Watch Straps, Watch

		Accessories (including Watch Batteries), Clocks (non-electrical), Jewelry, Belts, Hair Accessories, and Sunglasses
19.	Bags	Handbags, Suitcases, Briefcases, Holdalls & Travel Goods, Purses, Wallets and Umbrellas.
20.	Novelties	Souvenirs, Novelties, Football and Music Memorabilia.
21.	Household Hardware/ Goods	Household Goods i.e. Furniture, Glassware, Chinaware, Pictures, Framed Pictures and Prints, Mirrors, Frames, Ornaments, Carvings, Pottery, Plaster Plaques, Kitchenware and Bathroom ware
22.	Household Goods – Software	Household Software Furnishings i.e. Bed Linen and Towels, Fabrics and Sewing Goods, Carpets, Rugs, Curtains, Cushion/Covers, Duvets, Pillows, Oven Gloves, Throws, Lampshades.
23.	Household Goods – Cleaning	Household Cleaning Agents, Cleaning Accessories & Household Toiletries.
24	Baby Equipment	Baby Equipment i.e. Prams, Cribs, Cots, Bottles, Teats, Baths etc.
25	Car and Cycle Equipment and Tools Cycle repair services	Car Mechanical Equipment, Cycles and Accessories, and Tools, relating to Cars and Cycles.
26	Greeting Cards and Stationery	Greeting Cards, Wrapping Paper, Stationery, Decorations, Books, Newspapers, Magazines, Posters and Seasonal Novelties
27.	Toys	Toys, Games, and Craft Sets.
28.	Pet Goods	Pet Foods and Accessories, Aquatic Goods and Accessories.
29.	Household Software goods	Household Software Furnishings i.e. Bed Linen and Towels, bathmats, shower curtains, Fabrics and Sewing Goods, Carpets, Rugs, Curtains, blinds, Cushion/Covers, Duvets, Pillows, Oven Gloves, Throws, Lampshades etc.

30.	DIY Material	Home Improvement DIY Equipment, including Wallpaper and Decorating Materials.
31.	Demonstrator	Demonstrator/ promotions
32	Personal Care	a) Skin and body care products, hair products b) Make-up and nail care products c) Perfume, cologne, aftershave, eau de toilette, shaving gel, creams d) Other (must be specified)
33.	Music Computing and	Records, tapes, CDs, DVDs, Video Tapes, Musical & audio Equipment, Computer and Software and Hardware
34.	Arts and Crafts	Arts and Crafts
35.	Electrical	Domestic Electrical Goods, Hair Dryers, Clocks, Lighting, Electrical Accessories (Inc. Batteries, Wires, Plugs, and Bulbs), Mobile Phones/Accessories, hairdressing equipment a) small kitchen appliances (<i>toaster, kettle, microwave</i>) (not second-hand) b) Landline telephones and accessories c) small household electrical items (<i>vacuum cleaner, lamps, electric blanket</i>) (<i>not second hand</i>) <i>health & personal care (e.g. foot spa, hair straighteners, hair dryers, etc., electric shavers, electric toothbrush</i> d) Electrical repairs e) Other (must be specified)
36	Tobacco	Cigarettes Cigars vapes Lighters Cigarette paper Loose tobacco Pipes

		Incense
37.	Miscellaneous	Items not included in any specific group above and only to be used in exceptional circumstances upon formal request and consideration by Market team
38.	Kiosk Bands designated (permanent Holders) Commodity for Sites Licence	Band 1 -Non-Hot Food Band 2 - Dominion Theatre Band 3 -Queen's Square. Band 4 - Hot food Band 5 - Regeneration Additional fee may be charged for using a Camden owned kiosk.

DRAFT

APPENDIX D
London Borough of Camden

PROHIBITED GOODS

List of prohibited goods and services Some goods and services are not permitted to be sold from street trading pitches because they are unsuitable, dangerous and/or subject to additional licensing regimes.

No.	Goods and services description
1	Live animals
2	Second-hand electrical goods
3	Medicines or treatments
4	Sex articles as defined by the Local Government (Miscellaneous Provisions) Act 1982
5	Alcohol
6	Any form of gambling
7	Fireworks
8	Drugs/Novel psychoactive substances/glues/solvents/medicines
9.	Illegal goods, which include stolen goods, suspected stolen goods
10.	Counterfeit goods
11.	Offensive /harmful Weapons- Firearms (including replicas) and ammunition
12.	Unsafe goods that have not been tested and considered safe for the UK market – toys, cosmetics, sunglasses, electrical goods, soft furnishings, pushchairs/buggies/ cots/moses baskets, children’s clothing (particularly nightwear, fancy dress and with hood cords/detachable components), car seats (particularly second hand should not be sold).
13.	Corrosives
14.	Tobacco (duty unpaid) and oversized disposable vapes (over 2ml/1000 puffs). See commodities regulation