

(Legislative Supplement No. 53)

LEGAL NOTICE NO. 147

## THE LOCAL GOVERNMENT ACT

(Cap. 265)

IN EXERCISE of the powers conferred by section 271 of the Local Government Act, the Deputy Prime Minister and Minister for Local Government makes the following Rules.

THE LOCAL GOVERNMENT (SINGLE BUSINESS PERMIT)  
RULES, 2008

1. These rules may be cited as the Local Government (Single Business Permit) Rules, 2008.

2. In these rules, unless the context otherwise requires—

“Single business permit” means a permit issued by a local authority under section 163 of the Act.

3. These Rules shall apply to all local authorities.

4. Where a person is issued with a Single Business Permit by one local authority to such permit shall be valid for the distribution of goods or provision of services within the area of any other local authority.

5. The form of registration for a Single Business Permit shall be in such form as the Minister may, from time to time, prescribe.

6 (1) The fees payable in respect of a Single Business Permit in respect of the various classes of local authorities shall be as set out in the Schedule.

(2) The fees specified in the Schedule shall be applicable as follows:

- (a) for Cities, columns 8, 9 and 10;
- (b) for Municipalities, columns 4, 5, 6, 7, 8 and 9;
- (c) for Town and County Councils, columns 1, 2, 3, 4 and 5.

(3) No local authority may base its fees and charges on a range which is higher than that specified for it in the Schedule.

(4) Notwithstanding paragraph (3), a local authority may base its fees and charges on a range which is lower than that which is specified for it in the Schedule.

(5) Any local authority which, on the date of coming into operation of these Rules, has fees and charges at a range which is

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higher than that specified in the Schedule shall adopt the charges specified therein at the beginning of the financial year beginning on the 1st July next following that date.

7 (1) A local authority may select the appropriate range of fees to impose on business within its jurisdiction depending on the class under which it falls as indicated in the Schedule.

(2) A local authority shall, upon selecting a range of fees and charges as provided in paragraph (1), impose its fees and charges in amounts only within that range.

8. The selection of a range of fees and charges as required under these Rules shall be preceded by consultations held by the local authority with the business community and other stakeholders within its area of jurisdiction in the manner specified in Rule 9.

9 (1) Where a local authority intends to adopt or change a range of fees and charges, it shall publish a notice of the intention to do so—

- (a) in a newspaper of wide circulation in its area of jurisdiction;
- (b) on a conspicuous part of the local authority notice boards; and
- (c) in any other manner so as to bring it to the attention of the business community and stakeholders.

(2) The notice under paragraph (1) shall contain—

- (a) the proposed fees and charges and their likely effect on business;
- (b) an invitation to stakeholders to forward their comments and recommendations; and
- (c) the date, venue and time of a consultative forum which shall be held to discuss the proposed fees and charges.

10 (1) A local authority shall forward its proposed new fees and charges to the Minister for approval after the conclusion of the consultative process set out in rules 8 and 9.

(2) The Minister may approve the proposals forwarded where he is satisfied, that the local authority has observed all the procedures prescribed under these Rules.

11. Notwithstanding any other provision of these Rules, all local authorities shall hold consultative meetings with the business community and representatives of stakeholder organizations within their areas of jurisdiction once in every quarter.

(R. 6)

**SCHEDULE**  
**SINGLE BUSINESS PERMIT FEE SCHEDULE**

BRIMS CODE	CATEGORIES OF BUSINESS	1	2	3	4	5	6	7	8	9	10
100	GENERAL TRADE, WHOLESALE, RETAIL, STORES, SHOPS, PERSONAL SERVICES Such as : Distributors, Traders, Wholesalers, Hypermarkets, Department Stores, Supermarkets, Retailers, Shops, Boutiques, Chemists, Butcheries, Personal Service Providers, Kiosks.	250	300	350	400	500	600	700	850	1,000	1,200
	Base Value										
103	Mega Store, Hypermarket Large Multi-Department Store, Hypermarket Over 100 employees or Premises over 3,000 m2. Prime Location	15,000	18,000	21,000	24,000	30,000	36,000	42,000	51,000	60,000	72,000
105	Large Trader, Shop, Retail Store or Personal Service From 21 to 100 Employees &/or Premises from 300 to 3000 m2. Fair Location	5,000	6,000	7,000	8,000	10,000	12,000	14,000	17,000	20,000	24,000
110	Medium Trader, Shop or Retail Service From 5 to 20 employees &/or premises from 50 to 300 m2. Fair Location	2,500	3,000	3,500	4,000	5,000	6,000	7,000	8,500	10,000	12,000

115	Small Trader, Shop or Retail Service Up to 4 employees &/or Premises less than 50 m2. Far away Location.	5	1,250	1,500	1,750	2,000	2,500	3,000	3,500	4,250	5,000	6,000
120	Kiosk Light or Temporary construction less than 5 m2	4	1,000	1,200	1,400	1,600	2,000	2,400	2,800	3,400	4,000	4,800
195	Other Wholesale-Retail Traders, Stores, Shops and Services	4	1,000	1,200	1,400	1,600	2,000	2,400	2,800	3,400	4,000	4,800

BRIMS CODE	CATEGORIES OF BUSINESS											
200	INFORMAL SECTOR Including : Hawkers, Street Vendors & Small Traders and Service Providers operating on the street, verandah or temporary building.	Base Value	250	300	350	400	500	600	700	850	1,000	1,200
205	Hawker with motor vehicle 1 person with motor vehicle	5	1,250	1,500	1,750	2,000	2,500	3,000	3,500	4,250	5,000	6,000
210	Hawker 1 person without a motor vehicle	4	1,000	1,200	1,400	1,600	2,000	2,400	2,800	3,400	4,000	4,800
215	Small Informal Sector Trader / Service Provider Shoeshine, Shoe repair, Street Vendor (newspapers, sweets, soda, cigarettes)	2	500	600	700	800	1,000	1,200	1,400	1,700	2,000	2,400
220	Semi Permanent Informal Sector Trader Up to 2 persons operating in verandah or temporary building	3	750	900	1,050	1,200	1,500	1,800	2,100	2,550	3,000	3,600

295	Other Informal Sector Operation	2	500	600	700	800	1,000	1,200	1,400	1,700	2,000	2,400
300	TRANSPORT, STORAGE AND COMMUNICATIONS Such as : Maritime & Air Lines, International Carriers, Transportation Co operating Taxis-Matatus-Buses-Lorries- Planes-Boats. Driving Schools, Tour / Safari Operators Petrol Stations, Storage Facilities, Cold Storage Facilities. Publishing Co - Newspapers, Books, Texts - Telephone Co, Radio / TV Broadcaster, Internet Provider.	Base Value	250	300	350	400	500	600	700	850	1,000	1,200
305	Large Transportation Company Over 30 vehicles	80	20,000	24,000	28,000	32,000	40,000	48,000	56,000	68,000	80,000	96,000
310	Medium Transport Company From 6 to 30 vehicles	30	7,500	9,000	10,500	12,000	15,000	18,000	21,000	25,500	30,000	36,000
315	Small Transport Company From 2 to 5 vehicles	10	2,500	3,000	3,500	4,000	5,000	6,000	7,000	8,500	10,000	12,000
320	Independent Transport Operator 1 vehicle	5	1,250	1,500	1,750	2,000	2,500	3,000	3,500	4,250	5,000	6,000
325	Large Petrol Filling Station Over 6 pumps or with garage-workshop & retail shop	20	5,000	6,000	7,000	8,000	10,000	12,000	14,000	17,000	20,000	24,000
330	Medium Petrol Filling Station From 4 to 6 pumps or with garage workshop or retail shop	10	2,500	3,000	3,500	4,000	5,000	6,000	7,000	8,500	10,000	12,000