

# **Licensing Sub-Committee**

**Thursday 14 February 2013 at 10.00 am**

**To be held at the Town Hall, Pinstone  
Street, Sheffield, S1 2HH**

**The Press and Public are Welcome to Attend**

## **Membership**

**Councillors John Robson (Chair), George Lindars-Hammond and Clive Skelton  
Vickie Priestley (Reserve)**

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## **PUBLIC ACCESS TO THE MEETING**

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The Licensing Committee carries out a statutory licensing role, including licensing for taxis and public entertainment.

As a lot of the work of this Committee deals with individual cases, some meetings may not be open to members of the public.

A copy of the agenda and reports is available on the Council's website at [www.sheffield.gov.uk](http://www.sheffield.gov.uk). You can also see the reports to be discussed at the meeting if you call at the First Point Reception, Town Hall, Pinstone Street entrance. The Reception is open between 9.00 am and 5.00 pm, Monday to Thursday and between 9.00 am and 4.45 pm. on Friday, or you can ring on telephone no. 2734552.

You may not be allowed to see some reports because they contain confidential information. These items are usually marked \* on the agenda.

If you require any further information please contact Harry Clarke on 0114 273 6183 or email [harry.clarke@sheffield.gov.uk](mailto:harry.clarke@sheffield.gov.uk).

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## **FACILITIES**

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There are public toilets available, with wheelchair access, on the ground floor of the Town Hall. Induction loop facilities are available in meeting rooms.

Access for people with mobility difficulties can be obtained through the ramp on the side to the main Town Hall entrance.

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**LICENSING SUB-COMMITTEE AGENDA  
14 FEBRUARY 2013**

**Order of Business**

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- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 3. Exclusion of Public and Press**  
To identify items where resolutions may be moved to exclude the press and public
- 4. Declarations of Interest**  
Members to declare any interests they have in the business to be considered at the meeting
- 5. Local Government (Miscellaneous Provisions) Act 1982 - Street Trading Consent - Milton Street**  
Report of the Chief Licensing Officer

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## ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

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New standards arrangements were introduced by the Localism Act 2011. The new regime made changes to the way that members' interests are registered and declared.

If you are present at a meeting of the Council, of its executive or any committee of the executive, or of any committee, sub-committee, joint committee, or joint sub-committee of the authority, and you have a **Disclosable Pecuniary Interest** (DPI) relating to any business that will be considered at the meeting, you must not:

- participate in any discussion of the business at the meeting, or if you become aware of your Disclosable Pecuniary Interest during the meeting, participate further in any discussion of the business, or
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

You **must**:

- leave the room (in accordance with the Members' Code of Conduct)
- make a verbal declaration of the existence and nature of any DPI at any meeting at which you are present at which an item of business which affects or relates to the subject matter of that interest is under consideration, at or before the consideration of the item of business or as soon as the interest becomes apparent.
- declare it to the meeting and notify the Council's Monitoring Officer within 28 days, if the DPI is not already registered.

If you have any of the following pecuniary interests, they are your **disclosable pecuniary interests** under the new national rules. You have a pecuniary interest if you, or your spouse or civil partner, have a pecuniary interest.

- Any employment, office, trade, profession or vocation carried on for profit or gain, which you, or your spouse or civil partner, undertakes.
- Any payment or provision of any other financial benefit (other than from your council or authority) made or provided within the relevant period\* in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

\*The relevant period is the 12 months ending on the day when you tell the Monitoring Officer about your disclosable pecuniary interests.

- Any contract which is made between you, or your spouse or your civil partner (or a body in which you, or your spouse or your civil partner, has a beneficial interest) and your council or authority -
  - under which goods or services are to be provided or works are to be executed; and
  - which has not been fully discharged.
- Any beneficial interest in land which you, or your spouse or your civil partner, have and which is within the area of your council or authority.
- Any licence (alone or jointly with others) which you, or your spouse or your civil partner, holds to occupy land in the area of your council or authority for a month or longer.
- Any tenancy where (to your knowledge) -
  - the landlord is your council or authority; and
  - the tenant is a body in which you, or your spouse or your civil partner, has a beneficial interest.
- Any beneficial interest which you, or your spouse or your civil partner has in securities of a body where -
  - (a) that body (to your knowledge) has a place of business or land in the area of your council or authority; and
  - (b) either
    - the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or
    - if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, or your spouse or your civil partner, has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

Under the Council's Code of Conduct, members must act in accordance with the Seven Principles of Public Life (selflessness; integrity; objectivity; accountability; openness; honesty; and leadership), including the principle of honesty, which says that 'holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest'.

If you attend a meeting at which any item of business is to be considered and you are aware that you have a **personal interest** in the matter which does not amount to a DPI, you must make verbal declaration of the existence and nature of that interest at or before the consideration of the item of business or as soon as the interest becomes apparent. You should leave the room if your continued presence is incompatible with the 7 Principles of Public Life.

You have a personal interest where –

- a decision in relation to that business might reasonably be regarded as affecting the well-being or financial standing (including interests in land and easements over land) of you or a member of your family or a person or an organisation with whom you have a close association to a greater extent than it would affect the majority of the Council Tax payers, ratepayers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the Authority's administrative area, or
- it relates to or is likely to affect any of the interests that are defined as DPIs but are in respect of a member of your family (other than a partner) or a person with whom you have a close association.

Guidance on declarations of interest, incorporating regulations published by the Government in relation to Disclosable Pecuniary Interests, has been circulated to you previously, and has been published on the Council's website as a downloadable document at [-http://councillors.sheffield.gov.uk/councillors/register-of-councillors-interests](http://councillors.sheffield.gov.uk/councillors/register-of-councillors-interests)

You should identify any potential interest you may have relating to business to be considered at the meeting. This will help you and anyone that you ask for advice to fully consider all the circumstances before deciding what action you should take.

In certain circumstances the Council may grant a **dispensation** to permit a Member to take part in the business of the Authority even if the member has a Disclosable Pecuniary Interest relating to that business.

To obtain a dispensation, you must write to the Monitoring Officer at least 48 hours before the meeting in question, explaining why a dispensation is sought and desirable, and specifying the period of time for which it is sought. The Monitoring Officer may consult with the Independent Person or the Council's Standards Committee in relation to a request for dispensation.

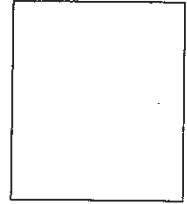
Further advice can be obtained from Lynne Bird, Director of Legal Services on 0114 2734018 or email [lynne.bird@sheffield.gov.uk](mailto:lynne.bird@sheffield.gov.uk)

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## SHEFFIELD CITY COUNCIL Committee Report



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**Report of:** Chief Licensing Officer, Head of Licensing

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**Date:** 14<sup>th</sup> February 2013

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**Subject:** Local Government (Miscellaneous Provisions) Act 1982 – Street Trading

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**Author of Report:** Andy Ruston - 2037751

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**Summary:** To consider an application for a Street Trading Consent.

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**Recommendations:** That members note the content of the report and any further information supplied.

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**Background Papers:** Attached to this report

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**Category of Report:** Open

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**REPORT OF THE CHIEF LICENSING OFFICER,  
HEAD OF LICENSING TO THE LICENSING  
SUB COMMITTEE**

REF No: 13/13

**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982**

**STREET TRADING**

**CONSENT SITE – Milton Street**

**1.0 PURPOSE OF REPORT**

1.1 To consider an application for the grant of a consent to street trade.

**2.0 INTRODUCTION**

2.1 The Council as a Licensing Authority have power under the provision of the 1982 Act to regulate Street Trading in the City.

2.2 A Street Trading Consent is required to trade on any Street (which includes roads, footways, forecourts, or other areas to which the public have access) within the Sheffield City Boundary.

2.3 The Licensing Committee at it's meeting of 29<sup>th</sup> January 2002 passed the following resolution:

1. That under the provisions of schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982:

- (a) all streets (which includes roads, footways, forecourts or other areas to which the public have access) within the Sheffield City boundary, shall be designated consent streets and;
- (b) such street trading designation shall take effect as from the 1<sup>st</sup> April 2002; and
- (c) all previous designations in relation to street trading will be rescinded as a result of the designation set out above.

2. The effect of this resolution is that from 1<sup>st</sup> April 2002, it will be an offence to engage in street trading in any street or any other place identified in the above resolution without being authorised to do so by consent from the City Council.

2.4 A Local Authority may attach conditions to a Street Trading Consent. The conditions may include conditions to prevent obstruction of the street and danger to persons using the street or nuisance or annoyance.

2.5 A Street Trading Consent may only be granted for a maximum period of twelve months.

2.6 There is no appeal procedure against the refusal or revocation of a consent. An applicant may, however apply for judicial review of the councils decision.

### **3.0 THE APPLICATION**

- 3.1 The applicant is Mr Sandro Vashakidze and a copy of the application is attached at Appendix 'A'.
- 3.2 The application is to sell " Burgers, chips, drinks non alcoholic, hot and cold drinks, take away food".
- 3.3 The application is to trade from a site at "Milton Street near junction with Eldon Street, one of the pay and display bays". A copy of the location of the site is attached at Appendix 'B'.
- 3.4 A copy of the Council's City Wide Street Trading Quality Specification is attached at Appendix 'C'.

### **4.0 REASONS FOR REFERRAL**

- 4.1 Objection to the application has been received from Mark Hobson, Corporation, Trafalgar Court, Milton Street, Sheffield, S1 4JU.

### **5.0 BACKGROUND**

- 5.1 Mr Sandro Vashakidze submitted an application for a static street trading consent on 17<sup>th</sup> December 2012.
- 5.2 The application and plan were circulated, in the usual manner, to South Yorkshire Police, South Yorkshire Fire and Rescue, Planning and Highways on 17<sup>th</sup> December 2012.
- 5.3 In addition, Licensing Officers erected notices at the site of the proposal. Copies of the notices are attached at Appendix 'D'.
- 5.4 From the consultations carried out above, an objection has been received and is attached to the report at Appendix 'E'.
- 5.5 The applicant and objectors have been invited to attend the Licensing Committee hearing. Copies of the invites are attached at Appendix 'F'.
- 5.6 A copy of the hearing procedure is attached at Appendix 'G'.
- 5.7 Comment regarding the application has been received from Paul Turner, Highways and South Yorkshire Fire and Rescue, copies of which are attached to the report at Appendix 'H'.

### **6.0 FINANCIAL IMPLICATIONS**

- 6.1 There are no financial implications for the Council arising from this report.

## **7.0 RECOMMENDATIONS**

7.1 That Members consider all the relevant information available and any representations that may be made.

## **8.0 OPTIONS OPEN TO THE COMMITTEE**

8.1 To grant the application for a Street Trading Consent.

8.2 To defer the matter for further consideration.

8.3 To refuse to grant the application for a Street Trading Consent.

Steve Lonnia  
Chief Licensing Officer, Head of Licensing  
Staniforth Road Depot  
Sheffield S9 3HD  
5<sup>th</sup> February 2012

# APPENDIX A

# Local Government (Miscellaneous Provisions) Act 1982



## Application for a STATIC Street Trading Consent

### Notes to Applicant

All questions must be answered unless otherwise stated.  
If relevant questions are not answered, the application will be deemed incomplete and returned to the Applicant.

\*I / \*WE HEREBY APPLY to the Sheffield City Council for the grant of a static street trading consent (\*delete as appropriate).

### A. THE APPLICANT(S)

		1 <sup>st</sup> Applicant (Mr/Mrs/Miss/other)	2 <sup>nd</sup> Applicant (Mr/Mrs/Miss/other)
Q1	Full name(s) of the applicant	SANDRO VASHAKIDZE	
Q2	Applicant(s) permanent private address	15 NEWFIELD GREEN ROAD SHEFFIELD S2 2BQ	
Q3	Date of birth	05. 04. 1991	
Q4	Nationality and place of birth	BRITISH TBILISI	
Q5	National Insurance No.	PG789677B	
Q6	Do you have the legal right to work and live in the UK?	<input checked="" type="radio"/> YES / NO Details: BRITISH CITIZEN	YES / NO Details:
Q7	Have you ever been refused a street trading consent in this or any other area?	YES / <input checked="" type="radio"/> NO Details:	YES / NO Details:
Q8	Telephone No		
Q9	Email address		

## B. COMPANY DETAILS (if applying as a Corporate body)

Q10	Name	
Q11	Registered address	
Q12	Registered number	
Q13	Telephone number	
Q14	Email address	
Q15	Please provide details of all Directors (names, addresses, dates of birth and details of any convictions). A separate sheet may be used.	

NA

## C. THE UNIT / VEHICLE

Q16	Description of unit / vehicle to be used	
Q17	Registration number (if applicable)	
Q18	Date of first registration (If applicable)	
Q19	Last MOT and service (if applicable)	
Q20	Size of vehicle	Height: Width: Length:
Q21	Does the vehicle meet the qualitative criteria? Your vehicle will be inspected prior to granting a consent.	

## D. TRADING DETAILS

Q22	Details of site to be occupied	Milton Street near junction with Eldon Street, one of the Pay & display bays
Q23	Location of pitch: (include site plan to scale)	Milton Street

Q24	Is this private land?	NO
Q25	If private, who owns the land and have you obtained consent from them to use the land to trade?	—
Q26	Items to be sold	Mobile catering Burgers, chips, drinks non alcoholic, hot & cold drinks, take-away food
Q27	Specify days of trade	Monday, Wednesday & Saturday & Friday
Q28	Specify times of trade (use 24 hours clock e.g. 10:00 to 16:00 hours)	10.00 pm to 04.00 am
Q29	Highways comments attached?	Yes
Q30	Planning comments attached?	no planning permission required

### E. CONVICTIONS / CAUTIONS

Q31	Have any of the applicants ever been convicted of a criminal offence, whether in the United Kingdom or elsewhere?	<b>Applicant 1</b> Yes [ ] No [X]		
	If the answer is Yes please give full details below:	<b>Applicant 2</b> Yes [ ] No [ ]		
<b>Details of previous convictions and/or cautions</b>				
	<b>Date of Conviction</b>	<b>Court of Conviction</b>	<b>Nature of Offence</b>	<b>Sentence</b>
	<b>Applicant 1</b>			
	<b>Applicant 2</b>			



## F. CHECK LIST

The following documents must be attached with this application:

(tick)

Non refundable fee of £100	✓
Your current passport	✓
Your current drivers licence	✓
One other proof of identity, showing your name and current address (recent utility bill, bank statement etc)	✓
Right to work documentation (if applicable)	
Two colour (recent and identical) passport size photographs signed and dated on the reverse as a true likeness.	✓
If trading from private land, written confirmation from the landowner	
Ordnance survey map of at least 1:1250 scale clearly identify the proposed trading position and its proximity to other similar retail outlets within an 800 metre radius.	✓
Photographs of the vehicle / unit showing front, side and rear.	✓
Confirmation in writing that you have consulted with the Highways Department	✓
Confirmation in writing that you have consulted with the Planning Department	✓
* Details of any food hygiene qualifications (unless trading in non food items) * <i>need to provide prior to consent being granted.</i>	
If trading in food, confirmation that the business has a food hygiene score rating of 3 or more.	
Confirmation that your vehicle meets the quality criteria	✓
Any further information you may wish to submit in support of your application	

The following documents must be forwarded to us before the grant of your consent:

(tick if enclosed with this application)

The remaining quarterly fee or full annual fee.	
Certificate of insurance in respect of the vehicle / unit	
Appropriate vehicle test	
Public liability insurance (minimum of £2,000,000)	
Written confirmation that the vehicle meets the Council's food safety standards	
Waste management contract	
Declare that you have registered as a food business	

## G. DECLARATION

### WARNING

Paragraph 10(3) of Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982 gives the following warning:-

"Any person who, in connection with an application ... for a street trading consent, makes a false statement which he knows to be false, in any material respect, or which he does not believe to

I / We,

- declare that all the information I have given in this application is complete and correct;
- declare that I am over 17 years of age (in cases of individual applicants)
- declare I understand and will comply with the Sheffield City Council Street Trading Consent Conditions;
- undertake to pay Sheffield City Council the relevant consent fee in advance whether demanded or not;
- understand that consents are not transferable;
- understand that the Local Authority reserve the right to make further enquiries with South Yorkshire Police as a result of this application as they may consider desirable; and
- understand that giving false information is an offence and may result in prosecution and / or a street trading consent being refused or revoked:

<b>Applicant 1</b> Signature: <u>S. VASHAKIDZE</u> Print name: <u>SANDRO VASHAKIDZE</u> Date: <u>13.12.12</u> Capacity: .....	
<b>Applicant 2</b> Signature: ..... Print name: ..... Date: ..... Capacity: .....	

Please read these notes before completing the application form.

- If there is insufficient room on this form to fully answer the questions; or if you wish to make any further statement in support of your application, please do so on a separate sheet of paper attached to this form.
- None of the information which you supply on (or with) this form will be treated as confidential except where it relates to convictions.
- The Council is under no obligation whatsoever to grant a consent to any person; you will be notified of the result of this application, as soon as possible.

Please return the fully completed form and all attachments to:

**Licensing Service,  
Block C, Staniforth Road Depot  
Staniforth Road  
Sheffield  
S9 3HD**

The Service is open from 9am to 5pm, Monday to Friday. Telephone (0114) 203 7752.

**SHEFFIELD CITY COUNCIL**  
**Licensing Service**

**PLEASE NOTE:**

**DISCLAIMER**

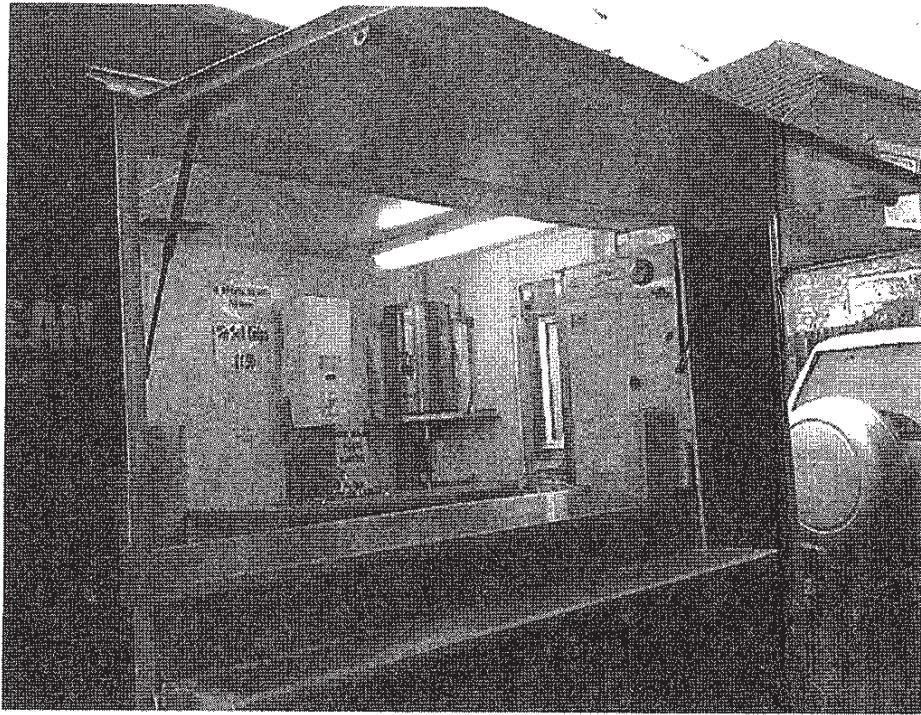
**The information / guidance supplied in this pack by Sheffield City Council, Licensing Service, is offered purely as a basic guide for your assistance.**

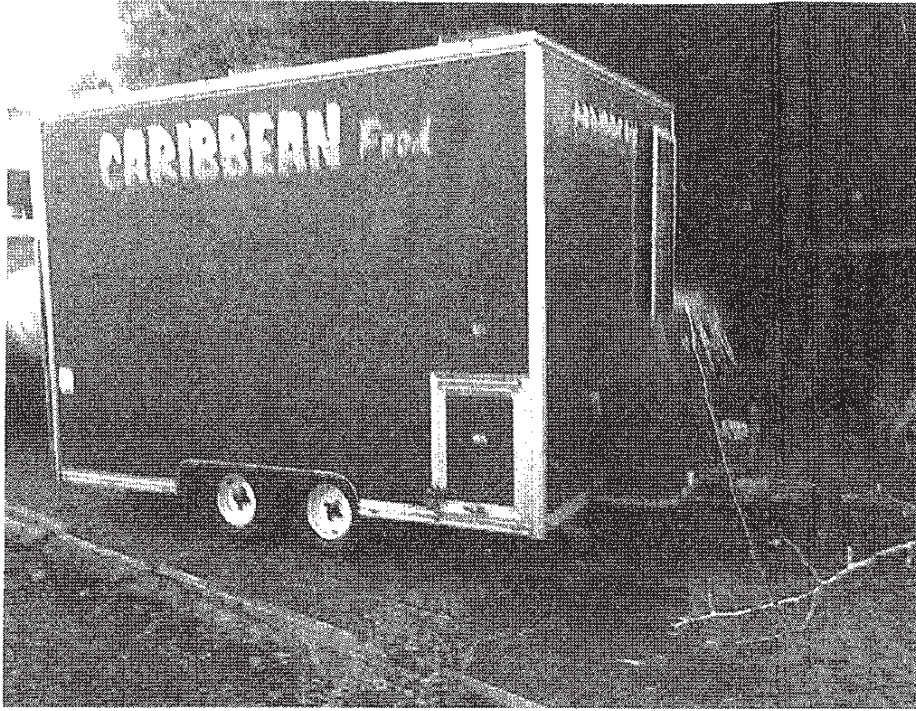
**Sheffield City Council can take no responsibility or liability for the completion of your application form.**

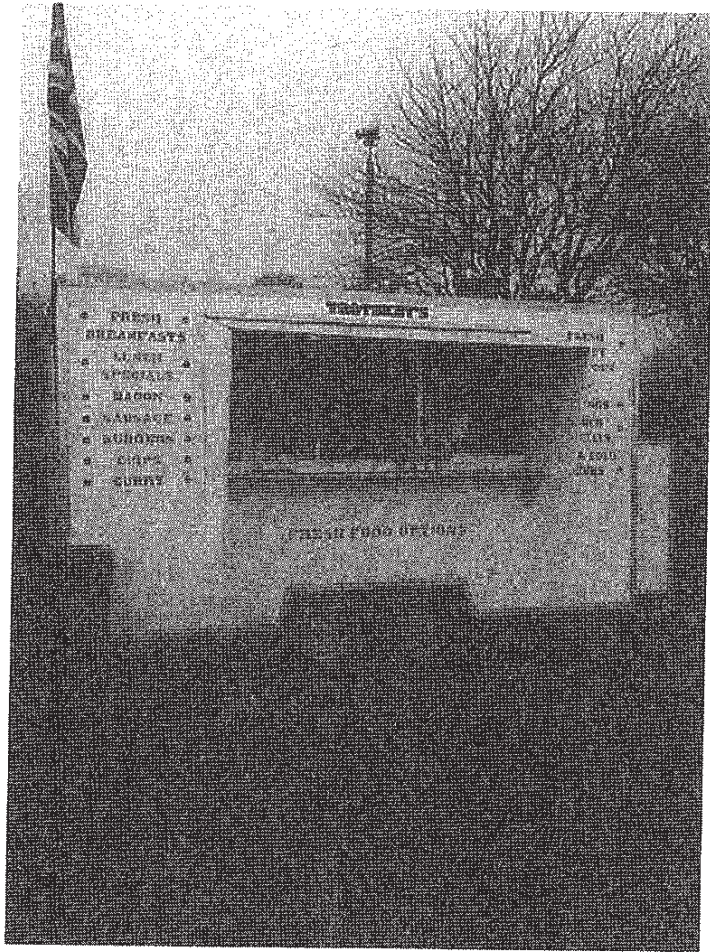
**We will however endeavour to offer basic information / guidance.**

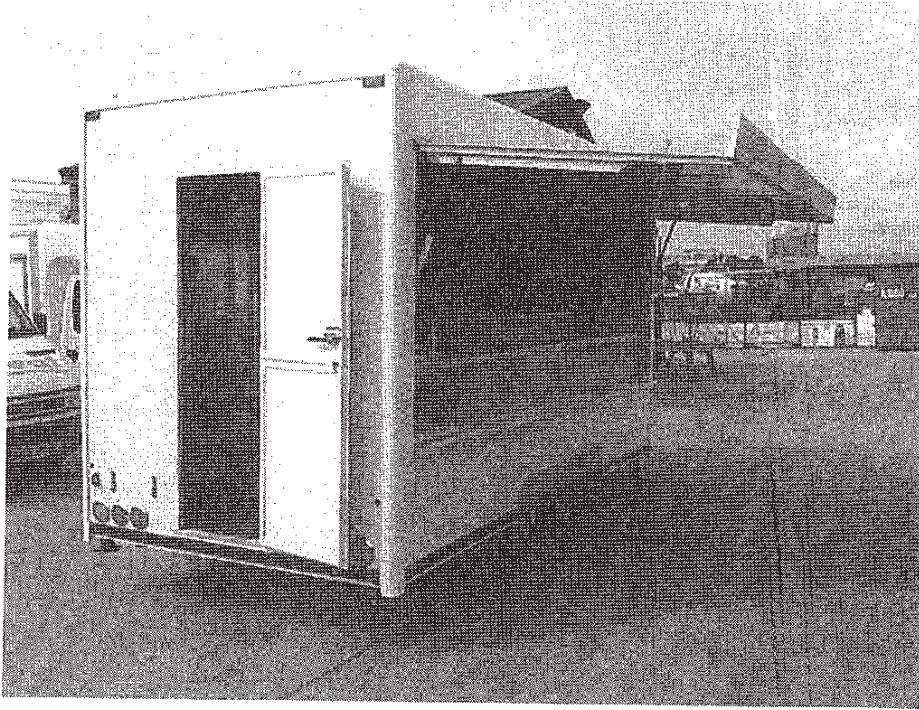
**Should you require any legal assistance you must seek your own legal advice.**

**Stephen Lonnia**  
**Head of Licensing**  
**Sheffield City Council**





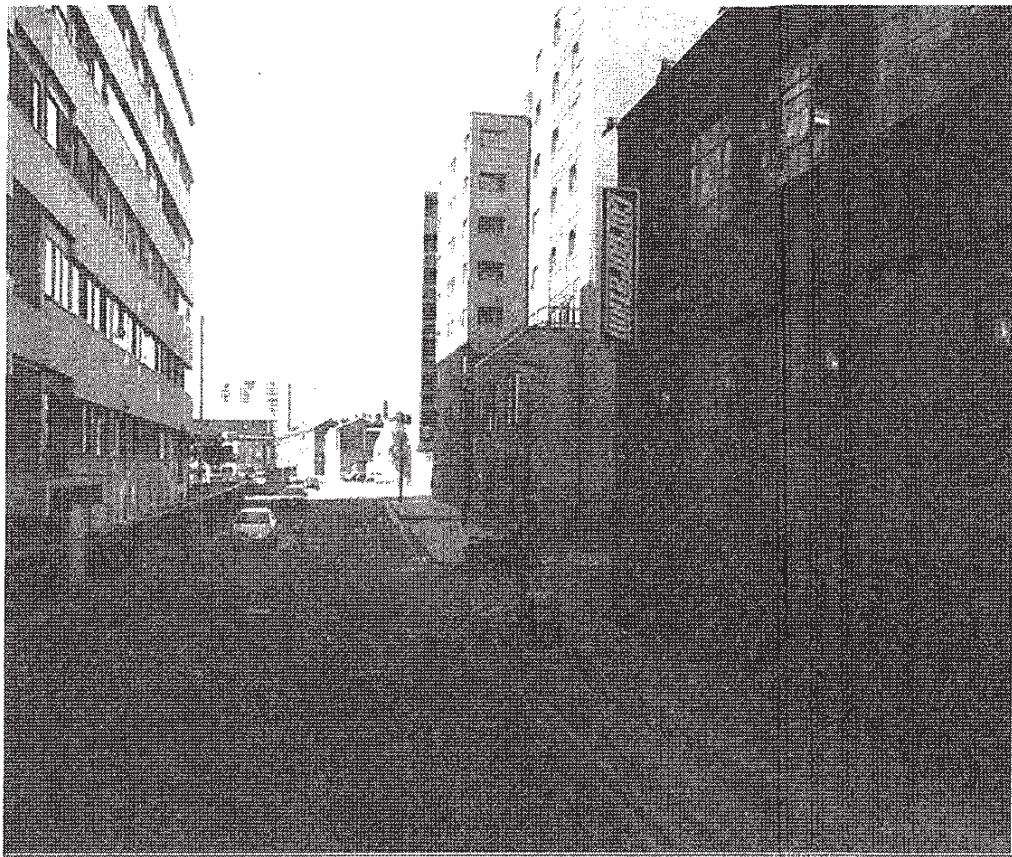




Google

Address Milton Street

Address is approximate

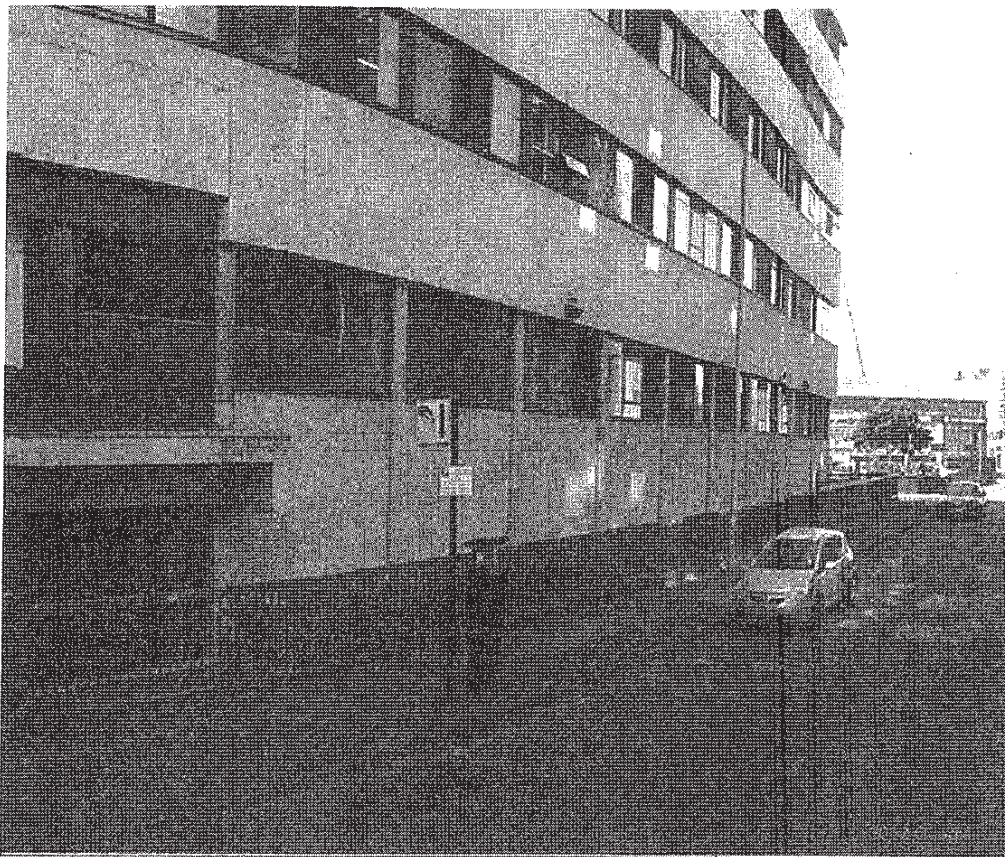




Google

Address Eldon Street / Milton Street

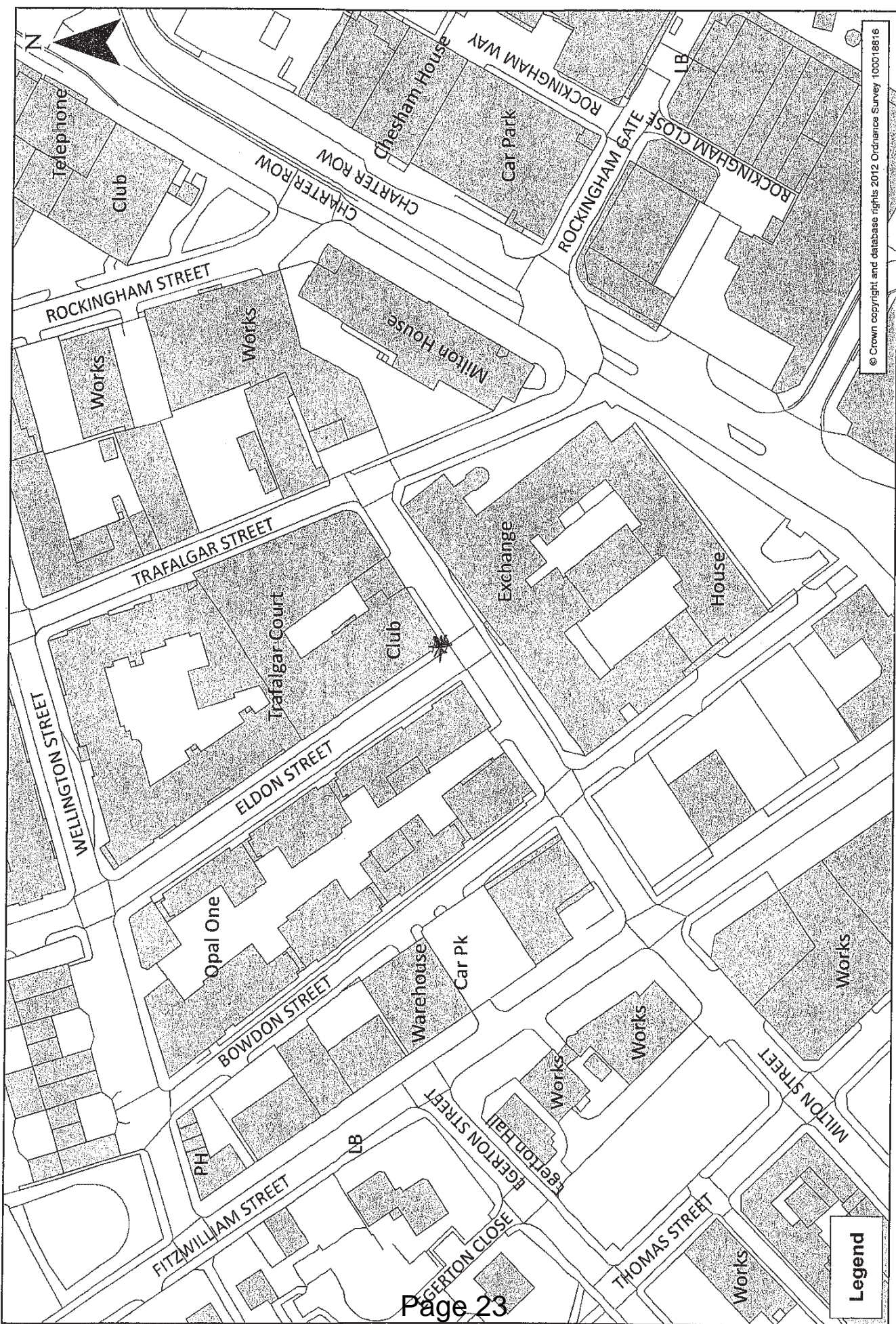
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Park on Pay & display

# APPENDIX B

101700



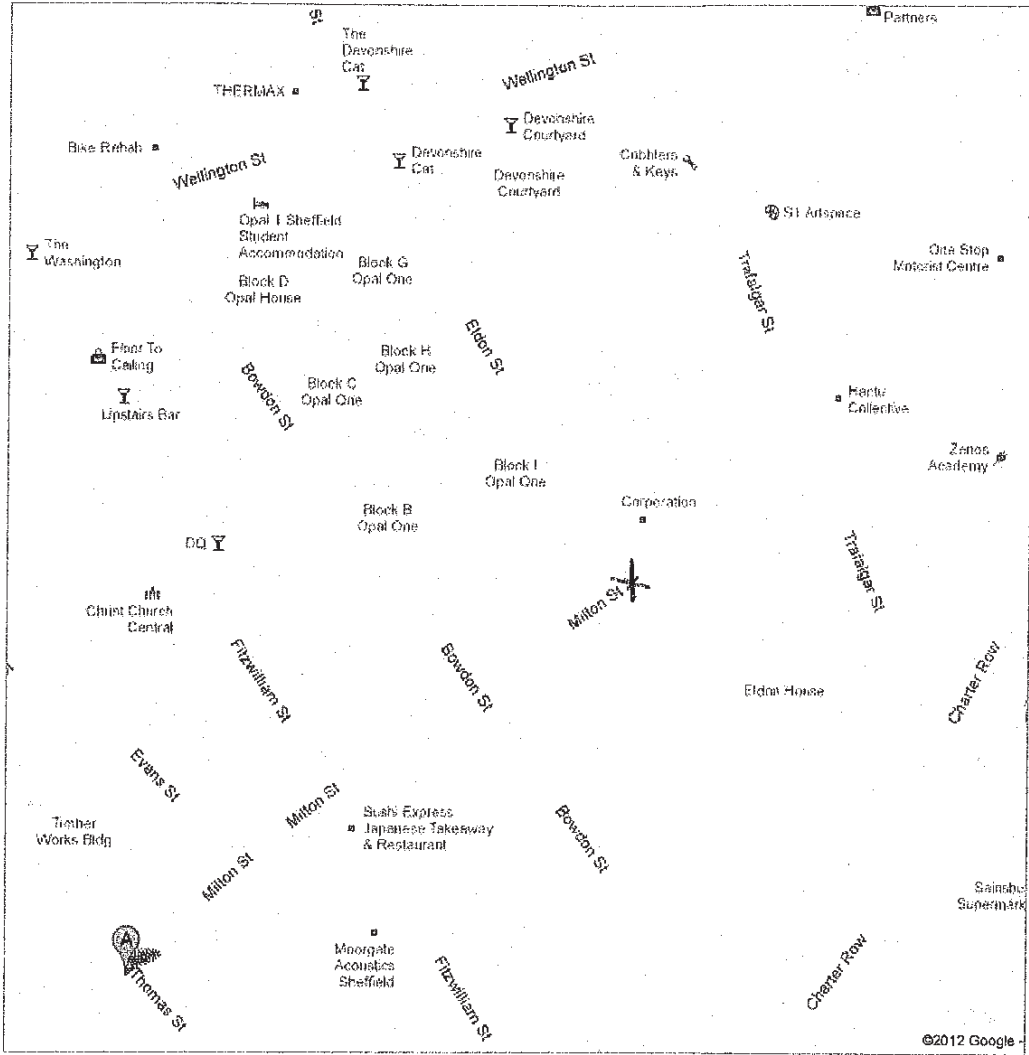
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Legend

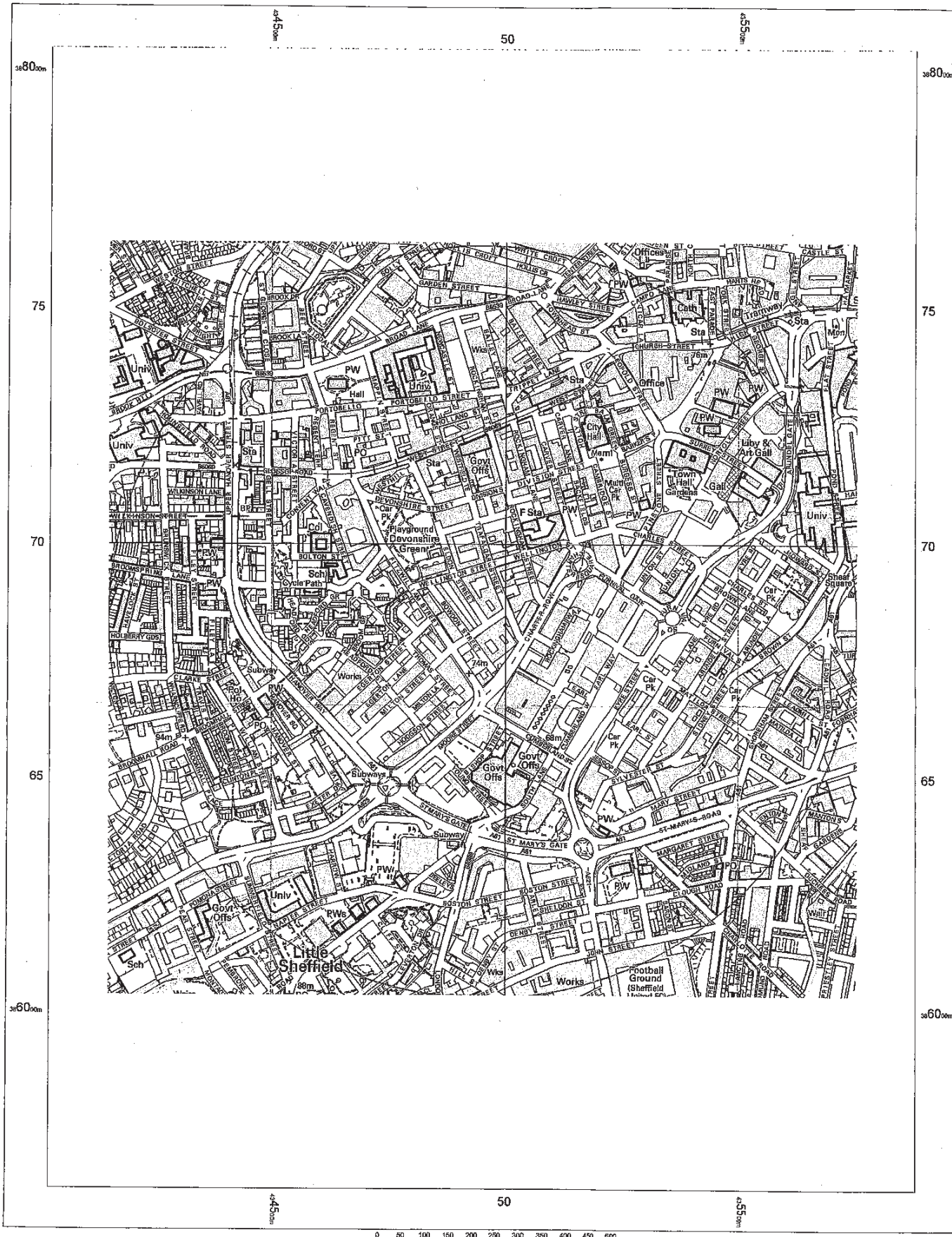


Google

Address Milton St  
Sheffield, South Yorkshire, UK



# ELDON ST



20

# APPENDIX C

# CITY WIDE STREET TRADING QUALITY SPECIFICATION

(This specification does not include the city centre)

## UNIT DESIGN

- Good display is an important part of the selling process and top quality presentation encourages purchase and benefits the retailers' reputation.
- It is in the best interest of traders to produce a high quality design both internally and externally in their unit.
- The function of the unit is to identify the trader and add vitality and colour to the immediate area, and reflect the quality, cleanliness in their operation. The unit must contribute to the appearance of the area for good or bad, so design matters to everyone who uses the street, as well as the operator.
- Stalls must enhance the visual appearance of the street rather than detract from it and be constructed in a suitable style and of appropriate materials.

Examples of acceptable designs include:

- Modern, simple, functional stalls with umbrellas, canopies or striped awnings.
- Traditional or 'period' type handcarts, barrows or tricycles.
- The stall design should be fully accessible for all customers.
- The outside of the unit will be limited to the name of the stall, the type of product sold and a simple price list. Ad hoc pictures and advertiser's slogans should be avoided, as should untidy handwritten signs.
- Advertisements on stalls will not be permitted except by permission of the Council in writing and subject to further conditions. The Council shall be the sole judge of what is an acceptable advertisement.
- Sign writing and scrollwork must be finished to a standard acceptable to the City Council.
- The unit must be visually acceptable to the City Council.
- The general design of the unit must meet the requirements of the Council for the location and proposed hours or days of trading. A photograph of the actual unit or proposed model must be submitted on application.
- Bright colours and a sense of fun are encouraged.
- Pitched and curved roofs are encouraged.
- Canopies must be maintained and cleaned.
- No expenditure on units or equipment should be made until the Council has granted consent and the unit design has been approved.

- The internal layout of the unit must be clean and to a high standard.
- Non-motorised vehicles (ie carts/barrows) are encouraged in pedestrian areas. For example shopping areas like Woodseats, Hillsborough, etc.
- Motorised vehicles should not be of an age of 5 years or over.
- Mobile trading vans must have a side hatch to serve customers.
- The unit / vehicle must be clearly identifiable as a trader.

**Environmental Health considerations of the unit design:**

**For Enclosed Food units:**

- The internal arrangements must be such that:
  - There is suitable and sufficient hand washing facilities with hot water;
  - The work surfaces are impervious to water and readily cleansable;
  - There is sufficient compliant temperature controlled food storage facilities appropriate to the business;
  - The gas and electrical installations are certificated and deemed to be safe by a competent and suitably qualified engineer; any gas store cupboard should be outside of the food area;
- The external arrangements must be that the mobile is sufficiently weather and pest proof so as to not risk the contamination of the food.

**For Market-Stall or Street-Barrow type food units:**

- The stall must be covered to prevent the risk of matter falling on to the food;
- The work surfaces likely to be in contact with the food must be impervious to water and readily cleansable;
- Any intrinsic storage food area must be able to be secured against the intrusion by pests;
- If temperature controlled food is to be stored on the mobile, the storage facility shall be capable of maintaining the food in a legally compliant manner;
- That there are adequate hand washing facilities.

**Food Hygiene record (for all food stalls) - all food regulations have been adhered to:**

- The applicant will need to demonstrate that:



- they have registered with their home Local Authority;
- all food handlers have received adequate food safety training appropriate to their job role;
- the food business has a legally compliant Food Safety Management System (e.g. Safer Food, Better Business);
- if there is a history of non-compliance, it has been addressed and accepted by the Food Safety Enforcing Officer, or that the food business is in the process of addressing the issues and the Food Safety Officer does not consider the defect too severe so as to prohibit the food business from trading; and
- their business has a food hygiene rating score of at least 3.

### **DRESS**

- Trader and their assistants must be identifiable (i.e wear a uniform).
- The style of dress worn by stall operators should be chosen to complement the style and period of the unit.
- Over clothing must always be smart and clean. Operators of food stalls should ensure that sufficient changes of clothes are provided so as to enable personnel to always wear over clothing, which is clean.
- Personal cleanliness is also important and persons employed at food stalls are required to have good personal hygiene.

### **GENERAL**

- Vehicles used to tow trailers must be parked legally at all times.
- The Council will reserve the right to not renew any consent where it considers the product/s offered by the operator are not in keeping with the requirements of the site.
- The goods complement and do not conflict with the goods sold by other retailers within their proposed area(s).

**The criteria above are intended to guide applicants for street trading consents as to the type of stall and dress, which the Council is looking to promote as a means of regulating the street trading.**

**It is not intended to exclude any design that does not fall within the examples given.**

# APPENDIX D



## STREET TRADING

Notice is hereby given that:

An application has been submitted to Sheffield City Council for a static street trading consent:

By: **Mr Sandro Vashakidze**

To trade: **Burgers, chips, hot and cold drinks**

On: **Monday, Wednesday, Friday and Saturday  
22:00-04:00**

Unit details:

The location: **Milton Street**



Interested parties may make representations about this application, in writing, to: Licensing Services, Sheffield City Council, Block C, Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD by **16.01.2013**

For full details and to view a copy of the application please contact the Licensing Service on 0114 2637752.

# APPENDIX E

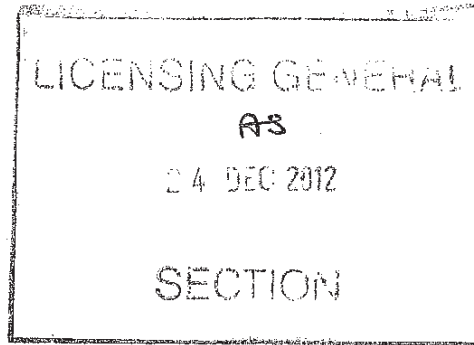
# Corporation

TRAFALGAR COURT  
MILTON STREET  
SHEFFIELD S14JU  
TEL (0114) 2760262

Licensing Services  
Sheffield City Council  
Block C  
Staniforth Road Depot  
Staniforth Road  
Sheffield  
S9 3HD

19.12.12

Dear Sir/Madam



## Re: Static Street Trading Application

It has come to our attention that an application for a Static Street Trading Permit outside the front door of Corporation at a location of the junction of Milton Street and Eldon Street. We would like to raise objections to this application on a number of grounds,

1. The proposed location is directly outside the front door to the venue. This exit has a fire exit capacity of approximately 450 persons. Such a location would greatly impede such egress.
2. When the venue is operations, this location is both the main entrance and exit to the premises. When the evenings entertainment comes to an end, customers means of exit will be greatly hampered and will result in an increase in accidents both inside and outside the venue as the exiting queue meets that outside the street vendor.
3. The proposed location is on what is a busy junction when the venue is in operation and would therefore lead to an increase in road accidents involving vehicles, patrons and passing pedestrians.
4. We operate crowd control barriers, at the request of South Yorkshire Police, when operational. These allows us to monitor the queue, they assist customers to both enter and exit in an orderly manner and allow pedestrians to pass by without having to step into the road. This location would reduce our ability to maintain order and also force passing pedestrians onto the highway.
5. We closely monitor our rear fire doors to prevent under age and unchecked persons attempting to gain access to the venue. This proposed location

# Corporation

TRAFALGAR COURT  
MILTON STREET  
SHEFFIELD S14JU  
TEL (0114) 2760262

would obscure such a view and therefore would result in such persons entering the premises.

6. The location of this vendor will obscure our view of the junction, produce security blind spots and therefore increase the potential for crime and disorder.
7. We actively encourage our patrons to leave quickly and quietly when exiting the venue. Such a location would result encourage our patrons not to do so and would increase the risk of potential disturbance to surrounding residents.
8. This location would produce litter on the street directly outside the front door of the venue. This would increase the chances of patrons slipping and falling on such litter and also lead to food waste being deposited on the open front door section of our premises.

Kind regards



Mark Hobson

Managing Director

CC: Irwin Mitchell

# APPENDIX F

# SHEFFIELD CITY COUNCIL

## LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982 Street Trading – Milton Street

### IMPORTANT: NOTIFICATION OF A COMMITTEE HEARING

To: Mr Sandro Vashakidze  
15 Newfield Green Road  
Sheffield  
S2 2BQ.

**LEGISLATION:** Local Government (Miscellaneous Provisions) Act 1982

**LICENCE TYPE:** Street Trading Consent

I refer to the above and your application for the grant of your street trading consent.

This matter has been referred to the Licensing Committee of Sheffield City Council for determination following receipt of an objection to the application, a copy of which is attached. Full details will be provided in the report to the Committee which will be sent to you in due course. The Licensing Committee has the authority to decide what action to take in relation to each application.

**The Committee has indicated that it expects applicants to attend the meeting.**

The meeting will take place on 14th February 2013 in a Committee Room of the Town Hall, Sheffield (Pinstone Street entrance) and you are invited to attend at 10:00 am.

**PLEASE NOTE:**

I would be grateful if you could confirm that you will be attending the meeting by telephoning the Licensing Service on 0114 2037752.



Steve Lonnia  
Chief Licensing Officer  
Head of Licensing

Date: 31st January, 2013

**IMPORTANT: A DECISION IS LIKELY TO BE MADE ON THIS ISSUE WHETHER YOU MAKE REPRESENTATION OR NOT.**

Licensing Service, Business Strategy and Regulation, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD  
Telephone 0114 2037752

The Licensing Service is open from 9.00am to 5.00pm, Monday to Friday



# SHEFFIELD CITY COUNCIL

## LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982 Street Trading – Milton Street

### IMPORTANT: NOTIFICATION OF A COMMITTEE HEARING

To: Mark Hobson  
Corporation  
Trafalgar Court  
Milton Street  
Sheffield  
S1 4AU.

**LEGISLATION:** Local Government (Miscellaneous Provisions) Act 1982

**LICENCE TYPE:** Street Trading Consent

I refer to the above and an application for the grant of a street trading consent.

This matter has been referred to the Licensing Committee of Sheffield City Council for determination following receipt of an objection to the application, a copy of which is attached. Full details will be provided in the report to the Committee which will be sent to you in due course. The Licensing Committee has the authority to decide what action to take in relation to each application.

**The Committee has indicated that it expects all parties to attend the meeting.**

The meeting will take place on 14th February 2013 in a Committee Room of the Town Hall, Sheffield (Pinstone Street entrance) and you are invited to attend at 10:00 am.

**PLEASE NOTE:**

I would be grateful if you could confirm that you will be attending the meeting by telephoning the Licensing Service on 0114 2037752.



.....  
Steve Lonnia  
Chief Licensing Officer  
Head of Licensing

Date: 31st January, 2013

**IMPORTANT: A DECISION IS LIKELY TO BE MADE ON THIS ISSUE WHETHER YOU MAKE REPRESENTATION OR NOT.**

Licensing Service, Business Strategy and Regulation, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD  
Telephone 0114 2037752

**The Licensing Service is open from 9.00am to 5.00pm, Monday to Friday**

# APPENDIX G

# STREET TRADING CONSENT APPLICATION

## SUB-COMMITTEE HEARING PROCEDURE

This procedure has been drawn up to assist those parties attending Street Trading Consent Committee hearings.

1. The Chair of the Licensing Committee will introduce the Committee and ask officers to introduce themselves.
  2. The Chair will ask the applicants and interested parties to formally introduce themselves.
  3. The Solicitor to the Committee will outline the procedure to be followed at the hearing.
  4. Hearing Procedure:-
    - (a) The Licensing Officer will introduce the report.
    - (b) Questions concerning the report can be asked both by Members and the applicant.
    - (c) The applicant/consent holder (or his/her nominated representative) will then be asked to:-
      - (i) detail the application;
      - (ii) provide clarification on the application and respond to the representations made.
    - (d) The Chair of the Licensing Committee will invite Members of the Sub-Committee and all other parties present to put any relevant questions to the applicant and/or his/her representative.
    - (e) Consultees / interested parties will be invited to present their representations or elect a spokesperson (which may be a Councillor) to speak on their behalf. New representations must not be raised.
    - (f) The Chair of the Licensing Committee will invite Members of the Sub-Committee and all other parties present to put any relevant questions to the consultees / interested parties.
    - (g) The consultees / interested parties will be invited to sum up. A maximum of 5 minutes will be allowed.
    - (h) The applicant will be invited to sum up. A maximum of 5 minutes will be allowed.
      - (i) The Licensing Officer will then detail the options.
      - (j) There will then be a private session for Members to take legal advice and consider the application.
    - (k) Once a decision has been reached, all parties will be invited to return. The Sub-Committee's decision and reasons will be announced by the Chair.
    - (l) The Sub-Committee's decision will be confirmed in writing to the applicant and those parties who made representations.
- NB: 1) At any time in the Licensing Process Members of the Committee may request legal advice from the Solicitor to the Committee. This advice may be given in open session or in private.
- 2) The Committee Hearing will be held in public unless and in accordance with the Regulations the Committee determine that the public should be excluded.

**There is no right of appeal against the Council's decision to refuse to grant or revoke a Street Trading Consent.**

# APPENDIX H

## FW: Street Trading Application - Milton Street (near junction with Eldon Street)

From: **Turner Paul (DEL-H/Way Regs)** (Paul.Turner@sheffield.gov.uk)  
Sent: 21 November 2012 15:49:10  
To: 'Vash1@hotmail.co.uk' (Vash1@hotmail.co.uk)

---

**From:** Turner Paul (DEL-H/Way Regs)  
**Sent:** 15 November 2012 15:16  
**To:** 'Vash1@hotmail.co.uk'  
**Cc:** Licensing(General)  
**Subject:** Street Trading Application - Milton Street (near junction with Eldon Street)

Dear Mr Vashakidze,

I refer to your letter dated 18th October 2012 and received by my office today, 15th November.

It has been considered that Eldon Street would be unsuitable to trade from due to the high volume of club-goers, entering or leaving the nightclub, conflicting with queuing customers. Many would have to walk around the trailer/van to avoid the queue on the pavement which could place them in danger of passing traffic - mainly taxis.

However, it would be acceptable for you to trade on Milton Street, in one of the 'Pay and Display' parking bays.

The bays are on the opposite side of the road from the Corporation Nightclub and are not fee-earning at the times you intend to trade (10pm to 4am). The serving hatch of the van/trailer would naturally need to face the footway so that customers would queue on the pavement.

Please feel free to print this information off to assist you in making a formal application to the General Licensing Team for a Street Trading licence.

Regards

individual(s) to whom it is addressed. It may contain sensitive or protectively marked material and should be handled accordingly. If this Email has been misdirected, please notify the author immediately. If you are not the intended recipient you must not disclose, distribute, copy, print or rely on any of the information contained in it or attached, and all copies must be deleted immediately. Whilst we take reasonable steps to try to identify any software viruses, any attachments to this Email may nevertheless contain viruses which our anti-virus software has failed to identify. You should therefore carry out your own anti-virus checks before opening any documents. Sheffield City Council will not accept any liability for damage caused by computer viruses emanating from any attachment or other document supplied with this e-mail



# South Yorkshire Fire & Rescue

WORKING FOR A SAFER  
SOUTH YORKSHIRE

Sheffield Technical Fire Safety  
197 Eyre Street  
Sheffield  
S1 3FG

**James Courtney**  
Chief Fire Officer & Chief Executive

Date: 21/12/2012

Your Ref:

Our Ref: TS/#301727/W20012/0/751072

This matter is being dealt with by: Mr K Harrison

Tel Direct line: 0114 2532382

Email: kharrison@syfire.gov.uk

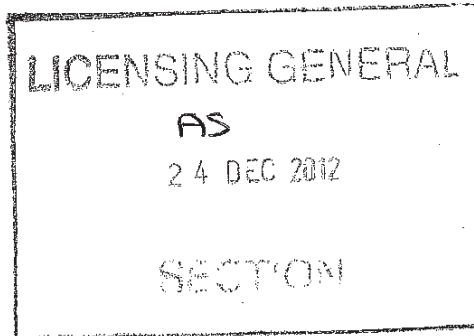
Fax Direct line: 0114 2532888

Website: www.syfire.gov.uk

Tel: 0114 2727202

Fax: 0114 2532888

The Director  
Admin & Legal Department  
Block C  
Staniforth Road Depot  
Staniforth Road  
Sheffield  
S9 3HD



Dear Sir/Madam

**LEGISLATION:**

**Local Government (Miscellaneous Provisions) Act 1982  
Fire & Rescue Services Act 2004**

**USE OF PREMISES:**

**Mobile Catering Van selling Hot Takeaway Food and Hot and Cold Drinks. Vendor to be Mr Sandro Vashakidze of 15 Newfield Green Road, Sheffield S2 2BQ**

**PREMISES:**

**Van to be situated near the Junction of Milton Street and Eldon Street, Sheffield S1**

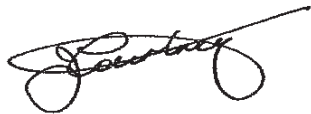
Your application for street trading will be considered to be satisfactory by South Yorkshire Fire and Rescue provided the following factors are taken into account when siting your vehicle:

- It is advised that care should be taken when positioning vehicles to ensure that the access for emergency vehicles and fire hydrant water supplies are not obstructed.
- It is good practice to provide a fire blanket and a 2KG dry powder extinguisher where catering facilities are being used.
- A Fire Safety Risk Assessment should be conducted.

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If you require any further information please contact the Officer dealing with this matter.

Yours faithfully



Chief Fire Officer

Enclosure: Fire Risk Assessment – Traders and Market Stalls/Food Concessions.

**Data Protection Act 1998**

Information provided relating to any application made to South Yorkshire Fire & Rescue will be retained and may be used for future enforcement purposes and monitoring statutory compliance by SYFR and related enforcement agencies.

Disclaimer – Any legal liability howsoever arising from any information contained in this correspondence is hereby excluded.





# THE CHIEF FIRE OFFICERS' ASSOCIATION

The professional voice of the UK fire and rescue service

## Fire Risk Assessment - Traders and Market Stalls

Name of Unit / Stall

Contact No. on site

Location on site

In order to comply with relevant fire safety legislation you **MUST** complete a Fire Risk Assessment of your stall or unit.

The Risk Assessment needs to identify the fire hazards and persons at risk, you must endeavour to remove or reduce these risks and protect people from fire. Failure to comply with this requirement will result in you being removed from the site. You must be able to answer YES to the following questions.

This signed and completed form must be maintained available for inspection by the Fire & Rescue Service / Event Organiser / Council Officers at all times.

You must undertake a Fire Risk Assessment for your unit, which must be suitable for the circumstances. You do not need to use this form, and may use another method if you wish, however, this form is considered to be suitable for most standard market stalls and units

- |     |                                                                                                                                                                                                                                                         |     |    |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| 1.  | Are adequate exits provided for the numbers of persons within the unit or stall?<br><i>(Are your staff and customers able to evacuate easily if the normal exit is blocked?)</i>                                                                        | Yes | No |
| 2.  | Where necessary, are there sufficient directional signs indicating the appropriate escape route and do they comply with current regulations?                                                                                                            | Yes | No |
| 3.  | Are the exits maintained available, unobstructed, and unlocked at all times the premises are in use.                                                                                                                                                    | Yes | No |
| 4.  | If the normal lighting failed would the occupants be able to make a safe exit?<br><i>(Consider back up lighting)</i>                                                                                                                                    | Yes | No |
| 5.  | Do you have an adequate number of fire extinguishers/fire blankets available in prominent positions and easily available for use?                                                                                                                       | Yes | No |
| 6.  | Has the fire-fighting equipment been tested within the last 12 months?<br><i>Note: a certificate of compliance will normally be required</i>                                                                                                            | Yes | No |
| 7.  | Have your staff been instructed on how to operate the fire-fighting equipment provided?                                                                                                                                                                 | Yes | No |
| 8.  | Have your staff been made aware of what to do should an incident occur, how to raise the alarm, evacuate the unit, and the exit locations?                                                                                                              | Yes | No |
| 9.  | Have you identified combustible materials that could promote fire spread beyond the point of ignition such as paper/cardboard, bottled LPG etc and reduced the risk of them being involved in an incident?                                              | Yes | No |
| 10. | Have you identified all ignition sources and ensured that they are kept away from all flammable materials?                                                                                                                                              | Yes | No |
| 11. | Are the structure, roofing, walls and fittings of your stall or unit flame retardant?<br><i>Note: certificates of compliance will normally be required</i>                                                                                              | Yes | No |
| 12. | If any staff sleep in the stall is there a working smoke detector and a clear exit route at night? <i>Note : Persons should not be allowed to sleep within a high risk area and some Authorities and events do NOT allow any sleeping within units.</i> | Yes | No |
| 13. | Are you aware that you must not stock or sell items / products that are considered harmful and therefore a risk to relevant persons e.g. fireworks etc?                                                                                                 | Yes | No |

14. Do you have sufficient bins for refuse? Is all refuse kept away from your unit?

Yes	No
-----	----

15. Have staff been adequately trained for the type and fuel source of any supplied portable generator?

Yes	No
-----	----

*Note: Petrol driven portable generators are not generally recommended.*

**If you use LPG**

16. Do you have an inspection / gas safety certificate for the appliances and pipework (copy to be available for inspection) and are all hose connections made with "crimped" fastenings?

Yes	No
-----	----

17. Are the cylinders kept outside, secured in the upright position and out of the reach of the general public?

Yes	No
-----	----

18. Are appliances fixed securely on a firm non-combustible heat insulating base and surrounded by shields of similar material on three sides?

Yes	No
-----	----

19. Are the cylinders located away from entrances, emergency exits and circulation areas?

Yes	No
-----	----

20. Are the gas cylinders readily accessible to enable easy isolation in case of an emergency?

Yes	No
-----	----

21. Do you ensure that all gas supplies are isolated at the cylinder, as well as the appliance when the apparatus is not in use?

Yes	No
-----	----

22. Do you ensure that only those cylinders in use are kept at your unit/stall? (Spares should be kept to a minimum and in line with any specific conditions for the event)

Yes	No
-----	----

23. Is a member of staff, appropriately trained in the safe use of LPG, present in the unit / stall at all times?

Yes	No
-----	----

**If the answer to any of the above questions is "NO", please detail the actions you have taken to remedy the situation.**

Continue on separate sheet if necessary

**Stallholder /**

**Responsible Person :**

Signature

Print Name

Date

**Designation :**

**Company :**

**PLEASE NOTE**

THIS DOCUMENT DOES NOT PRECLUDE YOU FROM POSSIBLE PROSECUTION OR REMOVAL FROM THE SITE BY THE ORGANISERS SHOULD A SUBSEQUENT INSPECTION REVEAL UNSATISFACTORY STANDARDS.



# THE CHIEF FIRE OFFICERS' ASSOCIATION

The professional voice of the UK fire and rescue service

## Fire Risk Assessment - Food Concessions

Name of Unit / Stall

Contact No. on site

Location on site


In order to comply with relevant fire safety legislation you **MUST** complete a Fire Risk Assessment of your stall or unit.

The Risk Assessment needs to identify the fire hazards and persons at risk, you must endeavour to remove or reduce these risks and protect people from fire. Failure to comply with this requirement will result in you being removed from the site. You must be able to answer YES to the following questions.

This signed and completed form must be maintained available for inspection by the Fire & Rescue Service / Event Organiser / Council Officers at all times.

You must undertake a Fire Risk Assessment for your unit, which must be suitable for the circumstances. You do not need to use this form, and may use another method if you wish, however, this form is considered to be suitable for most standard food units where customers do not enter the unit

- |     |                                                                                                                                                                                                                              |     |    |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| 1.  | Do you have an inspection / gas safety certificate for the appliances and pipe work (copy to be available for inspection) and are all hose connections made with "crimped" fastenings?                                       | Yes | No |
| 2.  | Are cooking appliances fixed securely on a firm non-combustible heat insulating base and surrounded by shields of similar material on three sides?                                                                           | Yes | No |
| 3.  | Do the shields provide an adequate and effective barrier of at least 600 mm between the heat source and any combustible material?                                                                                            | Yes | No |
| 4.  | Have you ensured that no combustible materials can be blown against, or fall onto the apparatus?                                                                                                                             | Yes | No |
| 5.  | Are the LPG cylinders kept outside, or within a specific ventilated unit, secured in the upright position and out of the reach of the general public?                                                                        | Yes | No |
| 6.  | Do you ensure that only those cylinders in use are kept at your unit/stall? (Spares should be kept to a minimum and in line with any specific conditions for the event)                                                      | Yes | No |
| 7.  | Are the gas cylinders readily accessible to enable easy isolation in case of an emergency?                                                                                                                                   | Yes | No |
| 8.  | Are the cylinders located away from entrances, emergency exits and circulation areas?                                                                                                                                        | Yes | No |
| 9.  | Do you ensure that gas supplied is isolated at the cylinder, as well as the appliance when the apparatus is not in use and appliances are fitted with full flame safety devices on all burners that are not readily visible? | Yes | No |
| 10. | Do you ensure replacement cylinders are fitted in the open air away from any sources of ignition?                                                                                                                            | Yes | No |
| 11. | Is a member of staff, appropriately trained in the safe use of LPG, present in the unit at all times?                                                                                                                        | Yes | No |
| 12. | Are the structure, roofing, walls and fittings of your stall or unit flame retardant? (Certificates of compliance will normally be required)                                                                                 | Yes | No |

- |                                                                                                                                                                                                                                                            |     |    |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| 13. Where necessary, are there sufficient directional signs indicating the appropriate escape route and do they comply with current regulations?                                                                                                           | Yes | No |
| 14. Are the exits maintained available, unobstructed, and unlocked at all times the unit is in use.                                                                                                                                                        | Yes | No |
| 15. If you intend to trade during the hours of darkness, do you have sufficient lighting inside and outside your unit?                                                                                                                                     | Yes | No |
| 16. If the normal lighting failed would the occupants be able to make a safe exit?<br><i>(Consider back up lighting)</i>                                                                                                                                   | Yes | No |
| 17. Do you have an adequate number of fire extinguishers/fire blankets available in prominent positions and easily available for use?                                                                                                                      | Yes | No |
| 18. Has the fire-fighting equipment been tested within the last 12 months?<br><i>Note: a certificate of compliance will normally be required</i>                                                                                                           | Yes | No |
| 19. Have staff been instructed on how to operate the fire-fighting equipment provided?                                                                                                                                                                     | Yes | No |
| 20. Have your staff been made aware of what to do should an incident occur, how to raise the alarm, evacuate the unit and the exit locations?                                                                                                              | Yes | No |
| 21. Have staff been adequately trained for the type and fuel source of any supplied portable generator?<br><i>Note: Petrol driven portable generators are not generally recommended.</i>                                                                   | Yes | No |
| 22. Have you identified all ignition sources and ensured that they are kept away from combustible materials?                                                                                                                                               | Yes | No |
| 23. Have you identified combustible materials that could promote fire spread beyond the point of ignition such as paper/cardboard, bottled LPG, etc. and reduced the risk of them being involved in an incident?                                           | Yes | No |
| 24. Do you have sufficient refuse bins, and do you ensure that all refuse is disposed of correctly, out of reach of the public?                                                                                                                            | Yes | No |
| 25. If any staff sleep in the stall is there a working smoke detector and a clear exit route at night? <i>Note : Persons should not be allowed to sleep within a high risk area and some Authorities and events do NOT allow any sleeping within units</i> | Yes | No |

**If the answer to any of the above questions is "NO",  
please detail the actions you have taken to remedy the situation.**

Continue on separate sheet if necessary

<b>Stallholder / Responsible Person :</b>	Signature	Print Name	Date
<b>Designation :</b>			
<b>Company :</b>			

**PLEASE NOTE**  
THIS DOCUMENT DOES NOT PRECLUDE YOU FROM POSSIBLE PROSECUTION OR REMOVAL FROM THE SITE BY THE ORGANISERS SHOULD A SUBSEQUENT INSPECTION REVEAL UNSATISFACTORY STANDARDS