

# **Licensing Sub-Committee**

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**Thursday 3 October 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 for Item 6**

## **Membership**

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Councillors Clive Skelton (Deputy Chair), Nikki Bond and Cliff Woodcraft  
Stuart Wattam (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.

Whilst recording is allowed at Committee meetings under the direction of the Chair of the meeting, Licensing Sub-Committee meetings may not be suitable for recording due to the nature of some of the evidence to be given, and the Chair will use discretion to decide if recording is allowed. Please see the website or contact Democratic Services for details of the Council's protocol on audio/visual recording and photography at council meetings.

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  
3 OCTOBER 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. Licensing Act 2003 - Personal Licence Application\***  
Report of the Chief Licensing Officer.

<p>*(NOTE: The report for the above item is not available to the public and press because it contains exempt information described in paragraphs 1 and 2 of Schedule 12A to the Local Government Act 1972 (as amended))</p>
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- 6. Local Government (Miscellaneous Provisions) Act 1982 - Street Trading Applications**  
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.

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 (selflessness; integrity; objectivity; accountability; openness; honesty; and leadership).

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>

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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# Agenda Item 5

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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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:** 3rd October 2013 - 11am

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**Subject:** Street Trading  
Static Application and Football Application

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**Author of Report:** Andy Ruston– 203 7752

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**Summary:** To consider two applications for a static and football street trading consent.

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

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**Background Papers:** Attached  
Street Trading Policy

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**Category of Report:** OPEN

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

Ref: 59/13

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

**Street Trading – Static and Football Applications**

**Site: B&Q Car Park, Queens Road, Sheffield.**

**1.0 PURPOSE OF REPORT**

1.1 To consider two applications for a static and football street trading consent to trade outside at B&Q Car Park, Queens Road, Sheffield.

**2.0 INTRODUCTION**

2.1 The Council 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 Council's decision.

2.7 A copy of the Council's Street Trading Policy is available via the following link; <https://www.sheffield.gov.uk/business-economy/licensing/general-licensing/retail/street->

[trading.html](#). Members should note that the age restriction of 5 years for motorised vehicles has been removed and is not presently being enforced.

### **3.0 THE APPLICATIONS**

- 3.1 A static application has been submitted by Mr Russell Mark Price on the 15<sup>th</sup> August 2013. The application proposes to trade at B&Q Car Park, Queens Road, Sheffield, to sell hot and cold food and drinks Monday to Sunday as per the hours referred to on the application form. A copy of the static application is attached at Appendix 'A'.
- 3.2 A football street trading application has also been submitted by the applicant for the same site on the 15<sup>th</sup> August 2013. A copy of this application is attached at Appendix 'B'.
- 3.3 A copy of the site plan is attached at Appendix 'C'.

### **4.0 REASONS FOR REFERRAL**

- 4.1 The applications have been referred to the Licensing Committee as the Licensing Authority has received a joint objection on both applications.

### **5.0 BACKGROUND**

- 5.1 The application was circulated, in the usual manner, to South Yorkshire Police, South Yorkshire Fire and Rescue, Highways and Planning. Notices were erected by Licensing Officers at the site advertising the application and notice was also given to shops and anyone that might be affected by the applications within the immediate vicinity.
- 5.2 During the consultation of this application an objection has been received from a local business concerning both applications which is attached at Appendix 'D'.
- 5.3 The objection refers to factors specified in 2.8 of Sheffield's street trading policy in considering applications for grant or renewal.
- 5.4 Members are to refer to section 2.8 of the policy in consideration of the objection and in particular to the following bullet points under that section:

- **Environmental credentials**

- (a) Whether there is a negative impact of the proposed operation on the local environment including waste disposal and waste created by customers. Mitigating measures to minimise the environmental impact of the proposed operation will be taken into account.

- **Traders**

- (a) Whether the granting of a consent for the sale of goods would conflict with those provided by nearby shops or cafes providing similar services;

- **Objections**

(a) Take into account any objections made about the application or Consent holder from interested parties.

5.5 Comments have also been received from the Highways Department and Planning Department of Sheffield City Council which are attached at Appendix 'E'.

5.6 The applicant and the objector have been invited to attend the Licensing Committee hearing to present their case. Copies of the invitations are attached at Appendix 'F'.

5.7 A copy of the hearing procedure is attached at Appendix 'G'.

## **6.0 FINANCIAL IMPLICATIONS**

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

6.2 Members should note that if any application is referred to the High Court significant legal costs are likely to be incurred. There is no hold over budget within Licensing to cover such costs.

## **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 one or both applications in the terms requested.

8.2 To defer the matter on one or both applications for further consideration.

8.3 To refuse one or both applications.

Steve Lonnia  
Chief Licensing Officer & Head of Licensing  
Business Strategy and Regulation, Place Portfolio  
Block C Staniforth Road Depot  
Staniforth Road,  
Sheffield S9 3HD

25th September 2013

# 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.

\*1 / \*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	RUSSELL PRICE	
Q2	Applicant(s) permanent private address	[REDACTED]	
Q3	Date of birth	14-2-61	
Q4	Nationality and place of birth	BRITISH - BARNESLEY	
Q5	National Insurance No.	[REDACTED]	
Q6	Do you have the legal right to work and live in the UK?	YES / NO Details:	YES / NO Details:
Q7	Have you ever been refused a street trading consent in this or any other area?	YES / NO Details:	YES / NO Details:
Q8	Telephone No	[REDACTED]	
Q9	Email address	[REDACTED]	



**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.	

**C. THE UNIT / VEHICLE**

Q16	Description of unit / vehicle to be used	MOBILE CATERING TRAILER.
Q17	Registration number (if applicable)	N/A.
Q18	Date of first registration (if applicable)	MANUFACTURED 2012
Q19	Last MOT and service (if applicable)	N/A.
Q20	Size of vehicle	Height: 2.7M. Width: 2.3M. Length: 5.3M.
Q21	Does the vehicle meet the qualitative criteria? Your vehicle will be inspected prior to granting a consent.	YES.

**D. TRADING DETAILS**

Q22	Details of site to be occupied	B&Q QUEENS ROAD SHEFFIELD
Q23	Location of pitch: (include site plan to scale)	TRAILER TO BE SITED IN THE CARPARK SEE ATTACHED SITE MAP.

Q24	Is this private land?	YES.
Q25	If private, who owns the land and have you obtained consent from them to use the land to trade?	YES - RETAIL CONCESSIONS ALFIE MOUT AGENTS. 01279 626255
Q26	Items to be sold	HOT / COLD FOOD & DRINKS.
Q27	Specify days of trade	MONDAY - SUNDAY
Q28	Specify times of trade (use 24 hours clock e.g. 10:00 to 16:00 hours)	M - F 0730 - 1600 (NON FOOTBALL SAT 0830 - 1600 (MATCH DAYS) SUN 0930 - 1530
Q29	Highways comments attached?	
Q30	Planning comments attached?	CONFIRMED WITH PLANNING OFFICER (MARIL JACKSON) THAT APPROPRIATE CONSENT FROM APPLICATION 09/03820/FUL WAS SATISFACTORY AND NO FURTHER ACTION WAS REQUIRED.

**E. CONVICTIONS / CAUTIONS**

Q31	Have any of the applicants ever been convicted of a criminal offence, whether in the United Kingdom or elsewhere?  If the answer is Yes please give full details below:	Applicant 1 Yes [ ] No [X]		
		Applicant 2 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>
	Applicant 1			
	Applicant 2			

## F. CHECK LIST

The following documents must be attached with this application: (tick)

✓	Appropriate fee (if short term) or 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)	N/A.
?	Two colour (recent and identical) passport size photographs signed and dated on the reverse as a true likeness.	ALREADY HAVE PERMITS
?	If trading from private land, written confirmation from the landowner	✓ LEAD P.T
✓	Ordnance survey map of at least 1:1250 scale clearly identify the proposed trading position. An additional map to scale showing 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)	✓
✗	If trading in food, confirmation that the business has a food hygiene score rating of 3 or more.	TO FOLLOW?
	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 be true, shall be guilty of an offence."

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: ..... Print name: ..... Date: ..... Capacity: .....	 RUSSELL PRITCHARD 5/7/13 OWNER
<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.

**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**

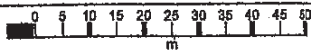
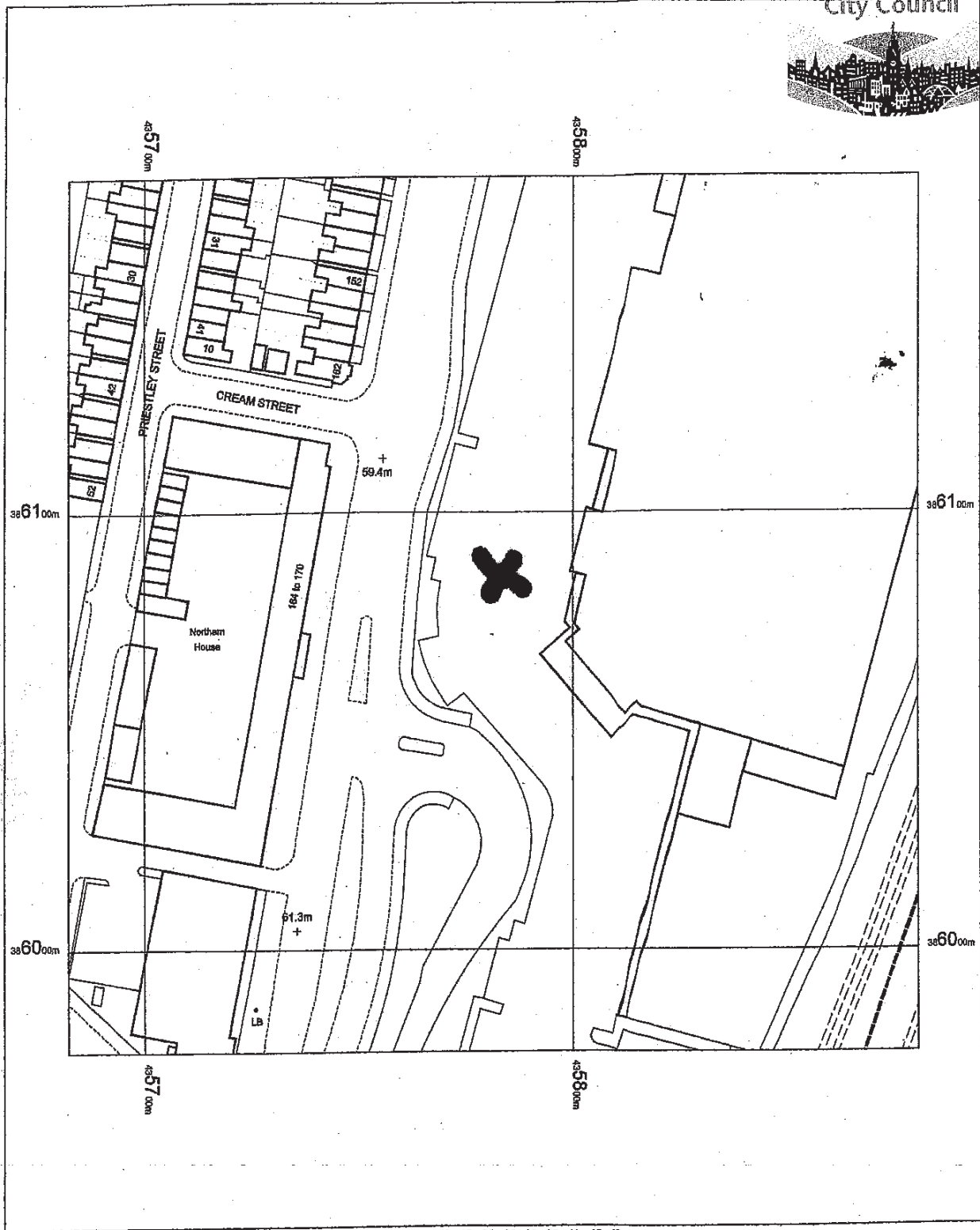
- Trader and their assistants must be identifiable (i.e wear a uniform).
- The style of dress worn by stall operators should be chosen to complement the style and period of the unit.
- Over clothing must always be smart and clean. Operators of food stalls should ensure that sufficient changes of clothes 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.**



**B & Q SITE**  
**QUEENS ROAD**  
**SHEFFIELD**  
**S2 4DR**

OS Mastermap  
09 July 2013, ID: BWH-00242122  
[www.blackwellmapping.co.uk](http://www.blackwellmapping.co.uk)

1:1250 scale print at A4, Centre: 436783 E, 386076 N

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**BLACKWELL'S**  
[www.blackwellmapping.co.uk](http://www.blackwellmapping.co.uk)

TEL: 0114 268 7858  
[maps.sheffield@blackwell.co.uk](mailto:maps.sheffield@blackwell.co.uk)





# Safer Food handler

Food Hygiene Certificate Level 2



This is to certify that

**Russell Price**

has been awarded

**Level 2 Award in Food Safety in Catering**

Awarded: **October 28 2012**

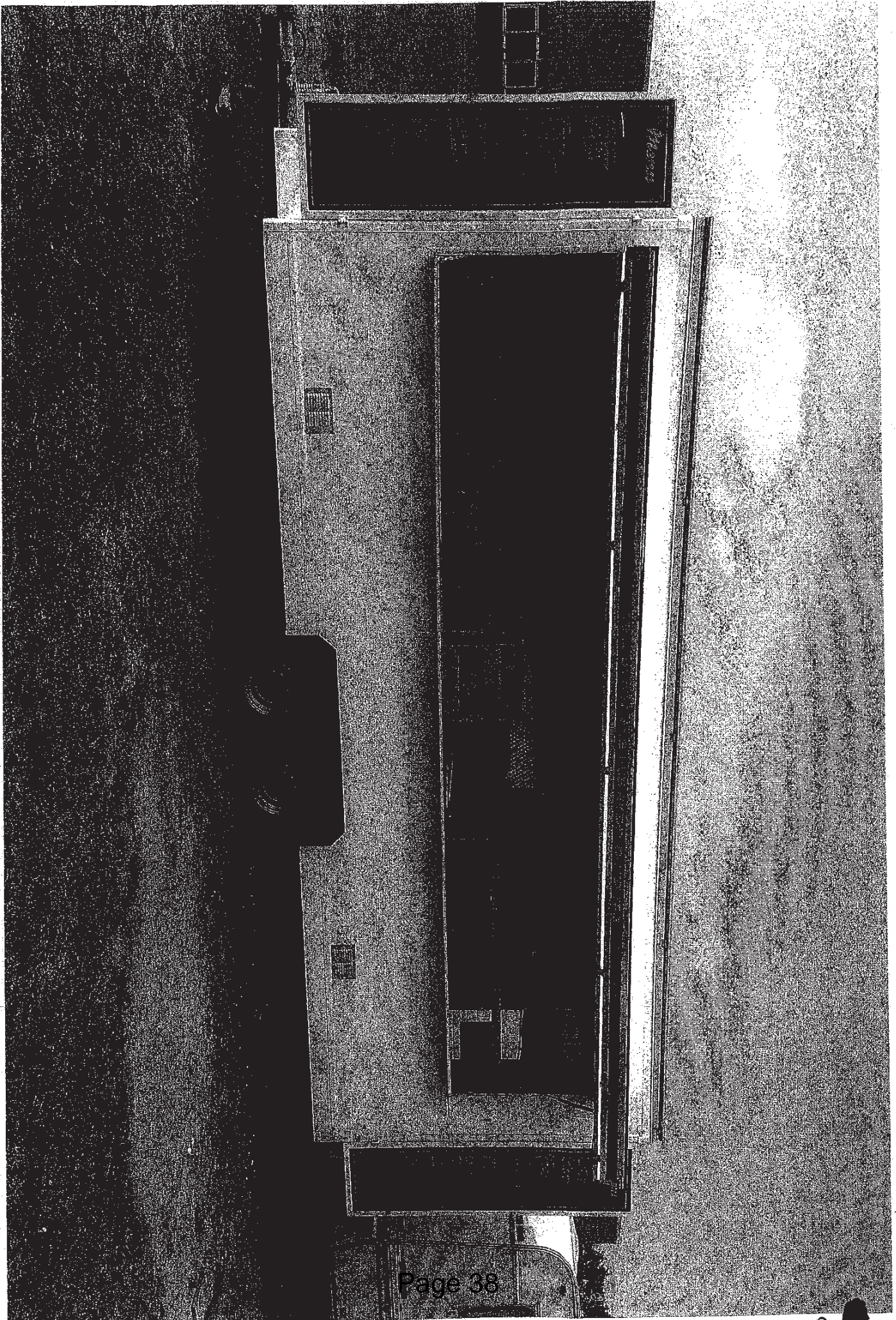
Centre: **EGB03032011**

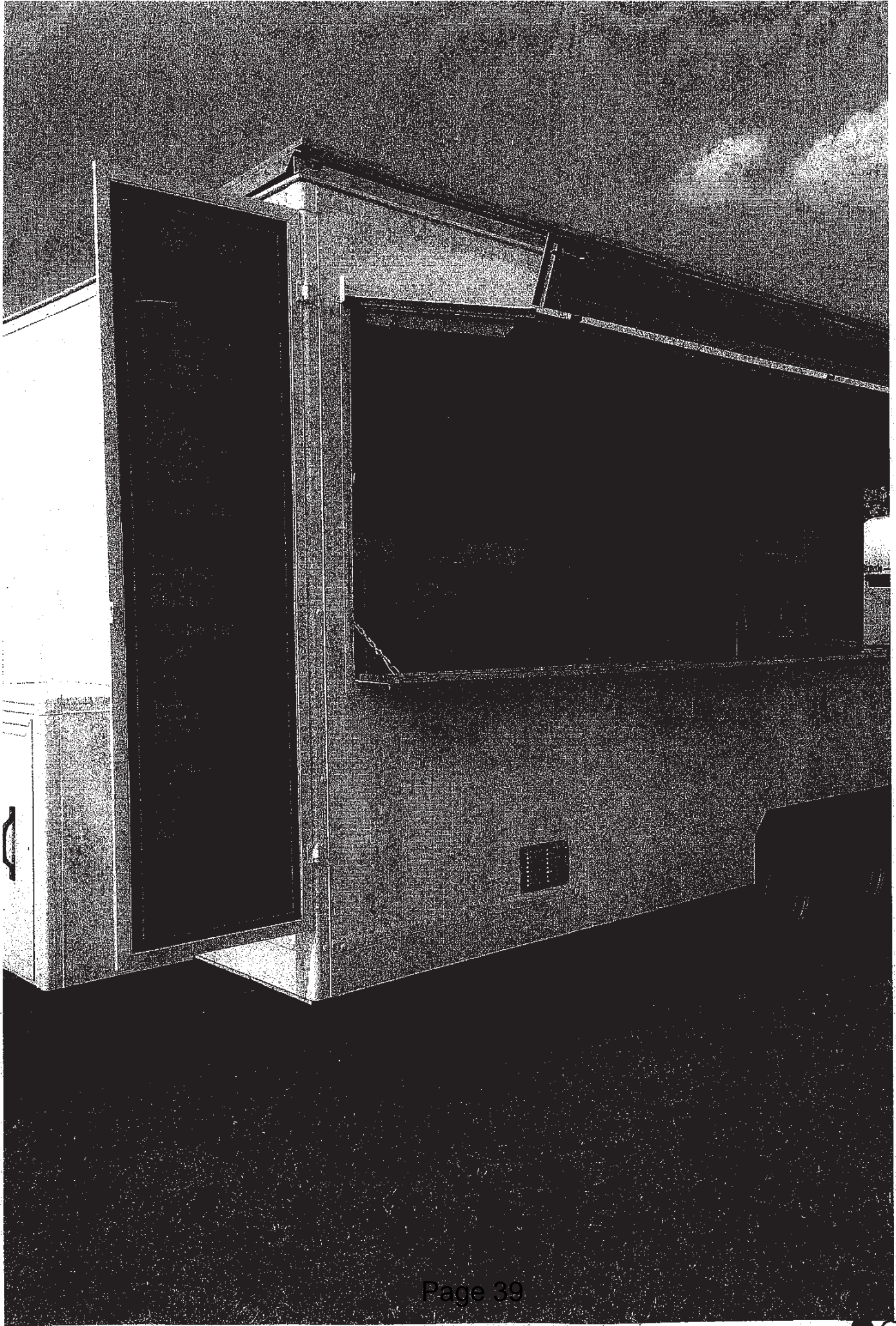
Course reference: **SFHC**

Learner reference: **584AFFC3**



**Jason Goodyear**  
Chief Executive  
Qualifi Ltd





# APPENDIX B



Local Government (Miscellaneous Provisions) Act 1982

Application for a FOOTBALL 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 football street trading consent (\*delete as appropriate).

A. THE APPLICANT(S)

Table with 4 columns: Question ID, Question Description, 1st Applicant (Mr/Mrs/Miss/other), 2nd Applicant (Mr/Mrs/Miss/other). Rows include Q1 (Full name), Q2 (Address), Q3 (Date of birth), Q4 (Nationality), Q5 (National Insurance No.), Q6 (Legal right to work), Q7 (Refused consent), 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.	

**C. THE UNIT / VEHICLE**

Q16	Description of unit / vehicle to be used	MOBILE CAREER UNIT
Q17	Registration number (if applicable)	NIA
Q18	Date of first registration (if applicable)	MANUFACTURED 2012
Q19	Last MOT and service (if applicable)	N/A
Q20	Size of vehicle	Height: 2.7M Width: 2.3M Length: 5.3M
Q21	Does the vehicle meet the qualitative criteria? Your vehicle will be inspected prior to granting a consent.	YES

**D. TRADING DETAILS**

Q22	Details of stadia applying for. Tick as appropriate:	<input checked="" type="checkbox"/> Sheffield United Football Club or <input type="checkbox"/> Sheffield Wednesday Football Club
-----	--	--

Q23	Location / details of pitch: (include site plan to scale)	SEE ATTACHED
Q24	Is this private land?	YES
Q25	If private, who owns the land and have you obtained consent from them to use the land to trade?	See Q. - YES ATTACHED
Q26	Type of application	<input checked="" type="checkbox"/> Hot and cold food and drinks or <input type="checkbox"/> Memorabilia
Q27	Specify items to be sold	HOT / COLD FOOD & DRINKS
Q28	Highways comments attached?	ALREADY PROVIDED
Q29	Planning comments attached?	ALREADY PROVIDED

### E. CONVICTIONS / CAUTIONS

Q31	Have any of the applicants ever been convicted of a criminal offence, whether in the United Kingdom or elsewhere?  If the answer is Yes please give full details below:	Applicant 1 Yes [ ] No <input checked="" type="checkbox"/>		
		Applicant 2 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>
	Applicant 1			
	Applicant 2			

## F. CHECK LIST

The following documents must be attached with this application:

(tick)

✓	The appropriate fee	✓
✓	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)	NA
?	Two colour (recent and identical) passport size photographs signed and dated on the reverse as a true likeness. X	NOT NECC NAE 200
?	If trading from private land, written confirmation from the landowner X	✓
✓	A detailed ordnance survey map showing the location of the site you are applying for	✓
✓	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 X	✓
✓	Details of any food hygiene qualifications (unless trading in non food items)	✓
	Confirmation that your vehicle meets the quality criteria	✓
	Any further information you may wish to submit in support of your application	NA

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

(tick if enclosed with this application)

?	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	N/A
?	Declare that you have registered as a food business (if applicable)	✓

## 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 be true, shall be guilty of an offence."

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 (Page 44 of individual applicants)



- 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;

	<p>Applicant 1</p> <p>Signature: .....</p> <p>Print name: .....</p> <p>Date: ..... 14/8/13 .....</p> <p>Capacity: ..... OWNER .....</p>
	<p>Applicant 2</p> <p>Signature: .....</p> <p>Print name: .....</p> <p>Date: .....</p> <p>Capacity: .....</p>

Please read these notes before completing the application form.

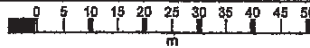
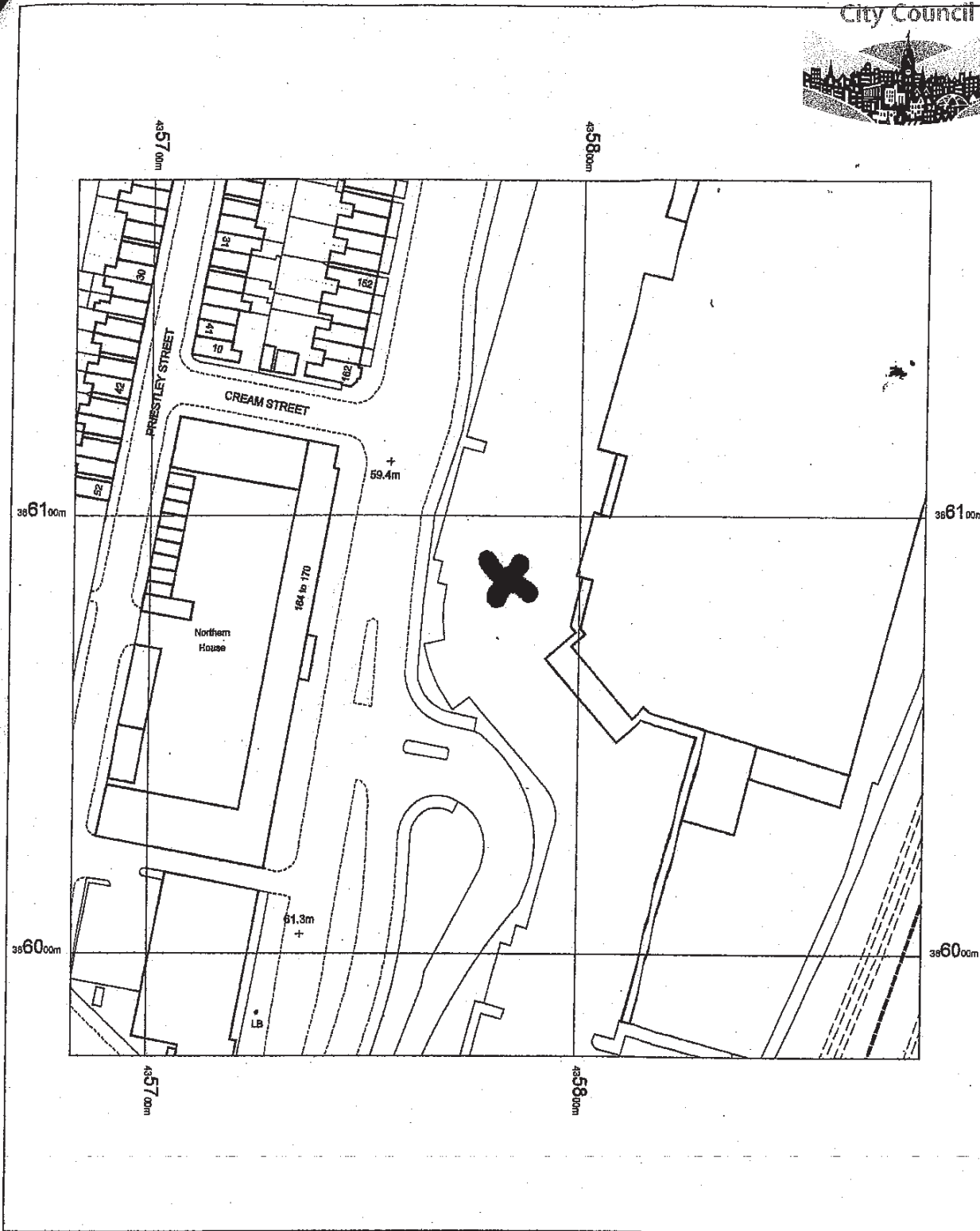
- (a) If there is insufficient room on this form to fully answer the questions; or if you wish to make any further statement in support of your application, please do so on a separate sheet of paper attached to this form.
- (b) None of the information which you supply on (or with) this form will be treated as confidential except where it relates to convictions.
- (c) 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.

# APPENDIX C



**B & Q SITE**  
**QUEENS ROAD**  
**SHEFFIELD**  
**S2 4DR**

OS Mastermap  
 09 July 2013, ID: BW1-00242122  
[www.blackwellmapping.co.uk](http://www.blackwellmapping.co.uk)

1:1250 scale print at A4, Centre: 435783 E, 386076 N

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**BLACKWELL'S**  
[www.blackwellmapping.co.uk](http://www.blackwellmapping.co.uk)

TEL: 0114 268 7658  
[maps.sheffield@blackwell.co.uk](mailto:maps.sheffield@blackwell.co.uk)

# APPENDIX D



**Ruston Andy (CEX)**

---

**From:** Licensing(General)  
**Sent:** 29 August 2013 10:19  
**To:** Ruston Andy (CEX)  
**Subject:** FW: Russell price @ B & Q car park

**From:** [REDACTED]  
**Sent:** 29 August 2013 10:16  
**To:** Licensing(General)  
**Subject:** Russell price @ B & Q car park

I would like to make comments regarding the above application. I own the sandwich shop directly across the road from this site. Firstly I had to phone yourselves yesterday as this unit was open and trading even though the license hadnot been issued. Is this appropriate? This unit will be in direct competition to myself and I have spent quite an amount of money regenerating a business that was very run down and created jobs for two people. There is an abundance of sandwich shops in this area already and there is certainly no need for another selling exactly the same produce. Having seen how the previous unit was run I have concerns regarding pest control issues ( food being delivered and left outside until someone arrived). I am very aggrieved that all my hard work and money could potentially be wasted. If this unit was selling something different then I would have no issues. Liam McKenna

# APPENDIX E

**Anderson Anne (CEX)**

---

**From:** Turner Paul (DEL-H/Way Regs)  
**Sent:** 15 August 2013 11:46  
**To:** Anderson Anne (CEX)  
**Cc:** 'DGill@syfire.org.uk'; planningdc@sheffield.gov.uk; 'Sheffield.Liquor-Licensing@southyorks.pnn.police.uk'; highways@sheffield.gov.uk  
**Subject:** RE: New Street Trading Consent - Static and Football, B&Q, Queens Road

Anne

The plan included with the application indicates the proposed trading location to be well within the private car park of B & Q off Queens Road.

On this basis please accept this e-mail as confirmation that the Highway Authority has no objection to the proposal.

Regards, Paul

Paul Turner  
Highway Licences  
2-10 Carbrook Hall Road  
Sheffield  
S9 2DB  
Tel : 0114 2736137  
Fax 0114 2736210

-----Original Message-----

**From:** Anderson Anne (CEX)  
**Sent:** 15 August 2013 09:32  
**To:** [dgill@syfire.org.uk](mailto:dgill@syfire.org.uk); [planningdc@sheffield.gov.uk](mailto:planningdc@sheffield.gov.uk); [Sheffield.Liquor-Licensing@southyorks.pnn.police.uk](mailto:Sheffield.Liquor-Licensing@southyorks.pnn.police.uk); [highways@sheffield.gov.uk](mailto:highways@sheffield.gov.uk)  
**Subject:** New Street Trading Consent - Static and Football, B&Q, Queens Road

Dear all,

Please find attached a new application for a Static and Football street trading consent for B&Q at Queens Road.

I would be grateful of your comments, if any, 11th September 2013.

Kind regards

Anne Anderson  
Licensing Officer  
Sheffield City Council  
Block C Staniforth Road Depot  
Stainforth Road  
Sheffield  
S9 3HD  
Tel: 0114 203 7752

No objections - Planning  
Okay

**Anderson Anne (CEX)**

---

**From:** Barker Sue (DEL)  
**Sent:** 28 August 2013 10:02  
**To:** Anderson Anne (CEX)  
**Cc:** Planning Helpline; dcscan@sheffield.gov.uk  
**Subject:** RE: LICENSING FW: New Street Trading Consent - Static and Football, B&Q, Queens Road Confirm number 352967

Anne

Thank you for consulting us about the application for Street Trading Consent.

Provided that the location within the B&Q car park is as approved under planning permission ref 09/03820/FUL, no objections are raised. If any other location within the car park is proposed, planning permission will be required. I would request that the applicant is advised of this potential requirement.

Regards

Sue Barker  
Principal Planning Officer, Development Management  
Telephone: (0114) 273 4239  
Email: [sue.barker@sheffield.gov.uk](mailto:sue.barker@sheffield.gov.uk)

We offer an integrated planning and building control service  
Websites: [www.sheffield.gov.uk/planning](http://www.sheffield.gov.uk/planning) or [www.sheffield.gov.uk/buildingregulations](http://www.sheffield.gov.uk/buildingregulations)  
Locations: Planning Service, Howden House, 1 Union Street, S1 2SH Building Control Service, Carbrook Hall Road, S9 2DB Apply for planning permission online at: [www.planningportal.gov.uk/apply](http://www.planningportal.gov.uk/apply)

Please don't print this e-mail unless you really need to

-----Original Message-----

**From:** Anderson Anne (CEX)  
**Sent:** 15 August 2013 09:32  
**To:** [dgill@syfire.org.uk](mailto:dgill@syfire.org.uk); [planningdc@sheffield.gov.uk](mailto:planningdc@sheffield.gov.uk); [Sheffield.Liquor-Licensing@southyorks.pnn.police.uk](mailto:Sheffield.Liquor-Licensing@southyorks.pnn.police.uk); [highways@sheffield.gov.uk](mailto:highways@sheffield.gov.uk)  
**Subject:** New Street Trading Consent - Static and Football, B&Q, Queens Road

Dear all,

Please find attached a new application for a Static and Football street trading consent for B&Q at Queens Road.

I would be grateful of your comments, if any, 11th September 2013.

Kind regards

Anne Anderson



**Anderson Anne (CEX)**

---

**From:** Jackson Mark (DEL)  
**Sent:** 15 August 2013 09:43  
**To:** Anderson Anne (CEX)  
**Subject:** FW: STREET TRADER B AND Q QUEENS ROAD S2 FW: Street trader license application

Hi Anne,

As discussed, this is the email that was original sent out to the applicant.

Hope this is of assistance.

Kind regards,

**Mark Jackson**

Planning Officer, Development Management  
Telephone: (0114) 20 37853

*We offer an integrated planning and building control service*

Websites: [www.sheffield.gov.uk/planning](http://www.sheffield.gov.uk/planning) or [www.sheffield.gov.uk/buildingregulations](http://www.sheffield.gov.uk/buildingregulations)

Locations: Planning Service, Howden House, 1 Union Street, S1 2SH  
Building Control Service, Carbrook Hall Road, S9 2DB

*Apply for planning permission online at:* [www.planningportal.gov.uk/apply](http://www.planningportal.gov.uk/apply)

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---

**From:** Jackson Mark (DEL)  
**Sent:** 24 July 2013 14:32  
**To:** 'x8rmp@hotmail.com'  
**Subject:** RE: STREET TRADER B AND Q QUEENS ROAD S2 FW: Street trader license application

Dear Mr Price,

Thank you for your email below.

The planning consent, as granted in 2009 (referenced 09/03820/FUL), relates to the piece of land outlined in the red line boundary plan, and not the previous applicant. Therefore, provided that the mobile catering unit is located on the piece of land indicated in the 2009 consent, no further planning consent is required.

I trust the above is of assistance to you.

Kind Regards,

**Mark Jackson**

Planning Officer, Development Management  
Telephone: (0114) 20 37853

*We offer an integrated planning and building control service*

Websites: [www.sheffield.gov.uk/planning](http://www.sheffield.gov.uk/planning) or [www.sheffield.gov.uk/buildingregulations](http://www.sheffield.gov.uk/buildingregulations)

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 Please don't print this e-mail unless you really need to

# APPENDIX F

# SHEFFIELD CITY COUNCIL

## LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982

Street Trading – Street Trading Consent Football and Static – Russell Price, B&Q Car Park, Queens Road, Sheffield.

### IMPORTANT: NOTIFICATION OF A COMMITTEE HEARING

To: Russell Mark Price

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

**LICENCE TYPE:** Street Trading Consent – B&Q Car Park, Queens Road, Sheffield.

I refer to the above and an application for the grant of a Static and Football Street Trading consent.

This matter has been referred to the Licensing Committee of Sheffield City Council for determination. 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 and objectors to attend the meeting.**

The hearing in respect of the application will take place on **3rd October 2013** in a Committee Room of the Town Hall, Sheffield (Pinstone Street entrance) and you are invited to attend at **11:00 am**.

**PLEASE NOTE:**

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



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

Date: 23rd September 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 – Street Trading Consent Football and Static–Russell Price, B&Q Car Park, Queens Road, Sheffield.

### IMPORTANT: NOTIFICATION OF A COMMITTEE HEARING

To: Liam McKenna

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

**LICENCE TYPE:** Street Trading Consent – B&Q Car Park, Queens Road, Sheffield.

I refer to the above and an application for the grant of a Static and Football Street Trading consent.

This matter has been referred to the Licensing Committee of Sheffield City Council for determination. 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.

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Steve Lonnia  
Chief Licensing Officer  
Head of Licensing

Date: 23rd September 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.**