



SHEFFIELD CITY COUNCIL Committee Report

Report of: Chief Licensing Officer, Head of Licensing

Date: 14th July 2015

Subject: Street Trading
Application for a Static Street Trading Consent

Author of Report: Georgina Hollis

Summary: To consider an application for a Static Street Trading Consent at the Abbey Pub Carpark, Chesterfield Road, Sheffield, S8 0SH.

Background Papers: As attached
[Street Trading Policy](#)

Category of Report: OPEN

①

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

REF No: 50/15

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

**STREET TRADING – STATIC STREET TRADING CONSENT – THE ABBEY
CARPARK, 944 CHESTERFIELD ROAD, SHEFFIELD**

1.0 PURPOSE OF REPORT

1.1 To consider an application for the grant of a Static Street Trading consent to trade at The Abbey public house car park, 944 Chesterfield Road, Sheffield, S8 0SH.

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 29th 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 1st 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 - (c) all previous designations in relation to street trading will be rescinded as a result of the designation set out above.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 1st 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.

3.0 THE APPLICATION

3.1 The applicant is Mikey & Jonny's Pizza Company Ltd and a copy of the application is attached at Appendix 'A'.

3.2 The application was submitted on 15th May 2015.

3.3 The application is to sell Pizza from an Italian pizza oven mounted aluminium trailer on a Tuesday and Friday every week from 11:00 to 21:00 hours.

3.4 The applicant has consulted with the Planning and Highways departments and received comments back from each service as well as authorisation from the brewery, Punch Taverns Pub Company to trade within the car park area at the premises.

3.5 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.

3.6 No objections have been received by any of the above relevant authorities. However, comments that have been made by the Planning Department and Highway Department are attached at Appendix 'B'.

3.7 Objections have been received by interested parties listed below in 4.1 of this report.

4.0 REASONS FOR REFERRAL

4.1 The application has been referred to the Sub-Licensing Committee for their consideration as the Licensing Authority has received objections to the application from the following parties:-

- Greenhill Road NHW Group – Residents of Greenhill Road
- Local resident of Greenhill Road

Copies of the representations are attached at Appendix 'C'

4.2 The objections refer to issues contained in section 2.8 of our street trading policy when determining the application, and Members are referred to in particular section 2.8.2:

- Public Safety - sections (a), (b) & (c)
- Avoidance of Public Nuisance – section (b)
- Appearance of the unit – section (b)
- Environmental Credentials – section (a)

4.3 Members should consider all the information provided by the applicant both in their written application and in person at the hearing.

4.4 The applicant has been invited to attend the Licensing Committee hearing. Copies of the invites are attached at Appendix 'D'.

4.5 A copy of the hearing procedure is attached at Appendix 'E'.

6.0 FINANCIAL IMPLICATIONS

6.1 The Street Trading Policy states that fees will be set and reviewed annually on a full cost recovery basis. The level of fee takes into account the location, duration of consent, the trading hours and articles to be sold as well as the enforcement of terms and conditions.

6.2 Fees for static consents are determined at the grant of the application therefore there are no financial implications arising from this report.

7.0 RECOMMENDATIONS

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

8.0 OPTIONS OPEN TO THE COMMITTEE

8.1 To grant the application for a Static Street Trading Consent at the Abbey car park, Chesterfield Road.

8.2 To grant the application with amendments.

8.3 To defer the matter for further consideration.

8.4 To refuse the grant of the Static Street Trading Consent at the Abbey car park.

Steve Lonnia
Head of Licensing
Block C Staniforth Road
Staniforth Road
Sheffield
S9 3HD

29th June 2015.

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Appendix 'A'

L/P 132007

Reeno- 48109 (S)
15/5/15

Local Government (Miscellaneous Provisions) Act 1982

**Application for a
STATIC Street Trading Consent**

LICENSING
Chg No - 100403.
15 MAY 2015
MC
SERVICES

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)

		1st Applicant (Mr/Mrs/Miss/other)	2nd Applicant (Mr/Mrs/Miss/other)
Q1	Full name(s) of the applicant	Michael Knights	John Gregory
Q2	Applicant(s) permanent private address	2 Fairwinds Close Dronfield S18 1RZ	Flat 776 Chesterfield Road Sheffield S8 0SF
Q3	Date of birth	30/07/1969	20/04/1984
Q4	Nationality and place of birth	British Sheffield, England	British Sheffield, England
Q5	National Insurance No.	NS 207682 A	JH 434689 B
Q6	Do you have the legal right to work and live in the UK?	Yes	Yes
Q7	Have you ever been refused a street trading consent in this or any other area?	No	No
Q8	Telephone No	07932052092	07787084570
Q9	Email address	<u>mikeyandjonny@hotmail.com</u>	<u>Johngregory01@hotmail.com</u>

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

Q10	Name	Mikey & Jonny's Pizza Company Limited.
Q11	Registered address	Hilltop House 302 Ringinglow Road Sheffield S11 7PX
Q12	Registered number	9523891
Q13	Telephone number	07932085092
Q14	Email address	mikeyandjonny@hotmail.com
Q15	Please provide details of all Directors (names, addresses, dates of birth and details of any convictions). A separate sheet may be used.	Michael Knights 2 Fairwinds Close Dronfield S18 1RZ

C. THE UNIT / VEHICLE

Q16	Description of unit / vehicle to be used	Italian pizza oven mounted on aluminium trailer
Q17	Registration number (if applicable)	N/A
Q18	Date of first registration (if applicable)	N/A
Q19	Last MOT and service (if applicable)	N/A
Q20	Size of vehicle	Height: 1400mm Width: 1070mm Length: 1860mm
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	The Abbey Pub – Small section of car park
Q23	Location of pitch: (include site plan to scale)	The Abbey Pub, 944 Chesterfield Road, Sheffield, S8 0SH

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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?	Punch Taverns, Jubilee House, Second Avenue, Burton-upon-Trent, DE14 2WF Yes – See attached.
Q26	Items to be sold	Pizza
Q27	Specify days of trade	Thursday Tues / Fri (see email 18.5.15)
Q28	Specify times of trade (use 24 hours clock e.g. 10:00 to 16:00 hours)	11:00-21:00
Q29	Highways comments attached?	Yes
Q30	Planning comments attached?	Yes

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 [x]	
Details of previous convictions and/or cautions			
	Date of Conviction	Court of Conviction	Nature of Offence
	Sentence		
	Applicant 1		
	Applicant 2		

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)	✓
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

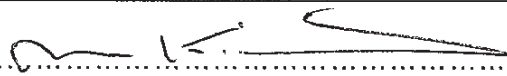
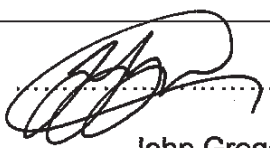
WARNING

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 applicationfor 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;

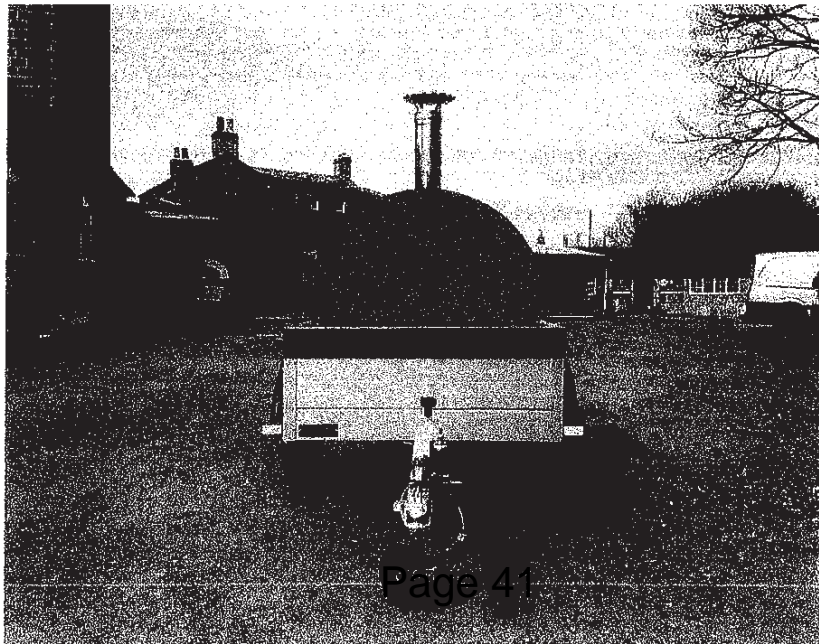
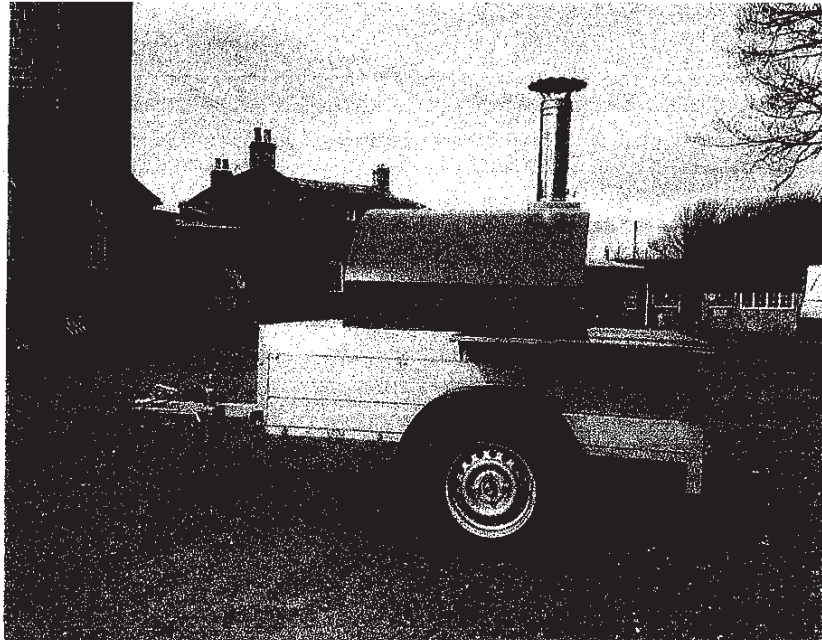
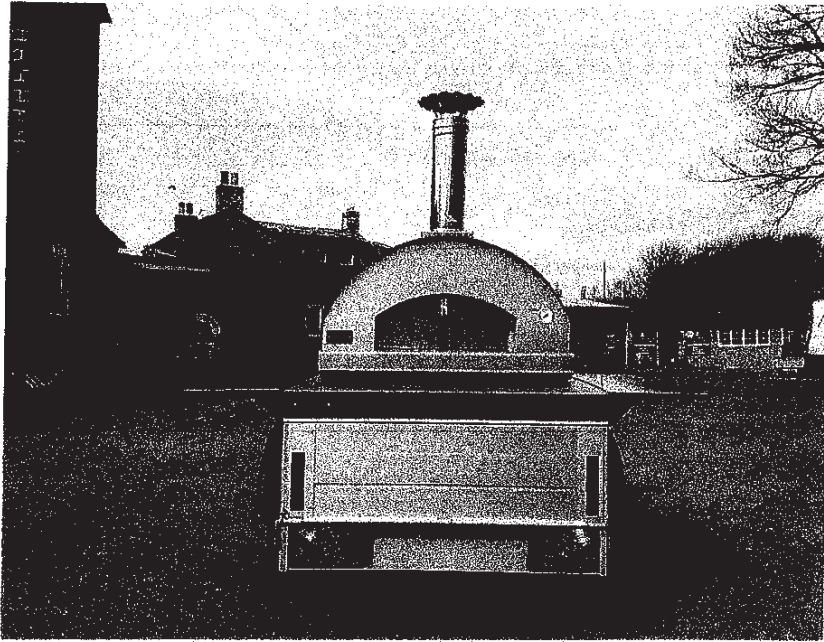
Applicant 1	Signature: 
	Print name: Michael Knights.....
	Date: 15/05/2015
	Capacity:..... Director.....
Applicant 2	Signature: 
	Print name: John Gregory.....
	Date: 15/05/2015
	Capacity: Shareholder.....

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**



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Appendix 'B'

From: Turner Paul (DEL-H/Way Regs) <Paul.Turner@sheffield.gov.uk>
Sent: 17 April 2015 07:54
To: 'Mikey Jonny'
Cc: highways@sheffield.gov.uk; planningdc.south@sheffield.gov.uk
Subject: RE: Proposed Street Trading Pitch - The Abbey, 944 Chesterfield Road, Sheffield, S8 0SH

Dear Mr Gregory / Mr Knights,

Thank you for your e-mail regarding your proposal to trade from within the car park of The Abbey Public House at Woodseats.

From the details provided there is no indication that any part of the Public Highway would be affected by your proposed trading activities.

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

I trust this information will enable you to pursue your Licence application further.

Regards

Paul Turner
Highway Licences
2-10 Carbrook Hall Road
Sheffield
S9 2DB

paul.turner@sheffield.gov.uk

Tel 0114 2736137
Fax 0114 2736210

From: Mikey Jonny [mailto:mikeyandjonny@hotmail.com]
Sent: 16 April 2015 23:47
To: highways@sheffield.gov.uk; planningdc.south@sheffield.gov.uk
Subject: Proposed Street Trading Pitch - The Abbey, 944 Chesterfield Road, Sheffield, S8 0SH

To whom it may concern.

We are looking to establish a pitch for a mobile wood fired pizza oven on land owned by The Abbey Public House, 944 Chesterfield Road, Sheffield, S8 0SH. We have been directed by the SCC Licensing Committee to,

"...contact the Highways and Planning services prior to submitting your application to discuss any issues they may have and whether any other permissions are required"

Please find attached,

Planning

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Mikey Jonny

From: planningdc.south@sheffield.gov.uk
Sent: 17 April 2015 12:09
To: 'Mikey Jonny'
Subject: RE: Proposed Street Trading Pitch - The Abbey, 944 Chesterfield Road, Sheffield, S8 0SH

Dear John/Michael,

Ignore my previous e-mail.

The answer to the question of whether planning permission is required, is 'yes'.

This is because, whilst the pizza oven itself is not development, the use of the land for Class A5 (sale of take away hot food) purposes is.

If you require further advice as to the acceptability of the proposal, you would need to submit a formal pre-application enquiry using the attached link
<https://www.sheffield.gov.uk/planning-and-city-development/applications/prepmakinganapp.html>

If you wish to take advantage of this service please fill in and complete the relevant Pre-app enquiry form that appears at the bottom of the page and pay the relevant fee. Your case will then be allocated to a Planning Officer who will be pleased to offer you advice.

Regards

Chris Heeley
South Team Manager, Development Management
Development Services, Sheffield City Council, Howden House,
1 Union Street, Sheffield, S1 2SH

Telephone: 0114 273 6329
Fax: 0114 273 5002
E-mail: chris.heeley@sheffield.gov.uk
www.sheffield.gov.uk

From: Mikey Jonny [mailto:mikeyandjonny@hotmail.com]
Sent: 16 April 2015 23:47
To: highways@sheffield.gov.uk; planningdc.south@sheffield.gov.uk
Subject: Proposed Street Trading Pitch - The Abbey, 944 Chesterfield Road, Sheffield, S8 0SH

To whom it may concern.

We are looking to establish a pitch for a mobile wood fired pizza oven on land owned by The Abbey Public House, 944 Chesterfield Road, Sheffield, S8 0SH. We have been directed by the SCC Licensing Committee to,

"...contact the Highways and Planning services prior to submitting your application to discuss any issues they may have and whether any other permissions are required"

Please find attached,

- a 200m x 200m 1:1250 planning map of the proposed site, marked with our intended location
- photos of the unit we are intending to use on the site
- photos of the site itself

We are looking to trade at this pitch Tuesday & Friday between 12:00 & 20:00.

Our business is purely pizza sales.

The trailer weighs ~250kg, is easily movable by hand and features a braking system to ensure a stationary position once placed.

The trailer is 1860mm x 1070mm and will also have a table of 1800mm x 600mm position adjacent. This means a minor footprint of 1860mm x 1670mm = 3.1m².

The pub has 1200mm wrought iron railings and as such, we would not be on the public path or impeding pedestrian traffic.

The Landlord has given his permission and actively encouraged this venture for the benefit of both our businesses and the public.

The Landlord has also stated his willingness to cordon off a small area of the site on the days of trade, to ensure safety of the public and allow for seating for comfort of customers.

The Landlord has given permission to use their power supply, thereby eliminating the need for any generator and reducing any noise or air pollution significantly

As this is a wood fired oven, we have the intention to use smokeless, low emission fuel specifically designed for food use.

If you require any more information, please feel free to email us at mikeyandjonny@hotmail.com, call Michael Knights - 07932052092 or John Gregory - 07787084570.

Thanks for your time.

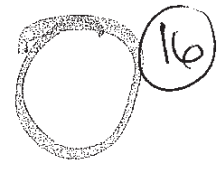
Yours Sincerely

John Gregory
Michael Knights

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Appendix 'C'



Greenhill Road NHW Group

Coordinator: [redacted] Julia [redacted], [redacted] Greenhill Road, Sheffield S8 0BA

10 June 2015

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



Re: Mikey and Jonny's Pizza Company Ltd
The Abbey, 944 Chesterfield Road, Sheffield

Dear Sir,

I have been approached by a number of our residents on Greenhill Road, because there is concern regarding the above application.

1. Position

First of all is the objection to the positioning of the aluminium trailer, which will appear an unsightly obstruction as it blocks the full view of the Abbey Pub building, particularly to traffic coming down Meadowhead. This is a pleasant looking area and we don't want it marring either temporary or permanently.

2. Traffic problems

Secondly and more importantly is the traffic access and parking problem. This is a very busy corner for traffic. Also parking is in great demand. Access to the pub car park will be severely limited for any cars coming off Chesterfield Road and Meadowhead and wanting to enter the car park to use the Pizza van. The entrance is just beside the lights where cars wait. This could cause a holdup on Meadowhead if there are stationary vehicles at the lights on Abbey Lane blocking the car park entrance. During busy periods it can slow the traffic flow down, particularly for vehicles travelling from Abbey Lane onto Chesterfield Road because only 3-4 cars are let through the lights at one time.

It has always been a tricky situation driving in and out of the car park. (This may be the reason the pub car park isn't used much). We don't want this problem adding to when so much effort and cost has been made recently to enable traffic flow at this junction.

3. More Fast Food.

This is a potential temptation to schoolchildren. We have more than enough fast food outlets in Woodseats already, but this would be too obvious and accessible to the many school children who pass this point, not only from the Abbey Lane school but others in the close proximity. Let us act responsibly in regard to the 'diet' of our children.

There is also a potential for more litter. We already have a litter problem from the older ones using Greenhill Road as a thoroughfare and dropping litter after consuming snacks from Morrisons.

We would ask you to reject this application for the reasons given above.

Yours faithfully

[Signature]
Julia [redacted]
pp Residents of Greenhill Road



Greenhill Road (17)

Woodslands



Sheffield

S8

10th June 2015.

Dear Sirs,

MKY & JONNY'S PIZZA

ABBAY PUBLIC HOUSE

We should like to object to permission of the above for the following reasons.

The traffic on this stretch of Abbey Lane for the traffic lights at the bottom of Meadows Road is already very bad.

It very often backs up along Abbey Lane to Marlborough Road, for the traffic lights which only let about 3 or 4 cars through on to Chestnutfield Road at a time.

This is made more dangerous by the fact that it blocks off the pedestrian crossing at the bottom of Greenhill Road, and also, by the fact that the entrance in to the Abbey pub car park is only a few metres away from the traffic lights.

When a vehicle has to get in or out of the Abbey car park, it makes what is already a very busy and hazardous junction even more dangerous.

To erect a take-away Pizza trailer in the car park will mean more traffic will be waiting to go in and out of this entrance, which will lead to

more congestion and the possibility of more accidents at what is already a very busy and difficult to negotiate area. (18)

We do not need any more take-away food outlets in the area.

We already have sufficient in the small area of shops at the end of Abbey Lane.

We have:-

The Spar.

Posidon Fish & Chips

The small cafe, next to this.

Crumbs Cake Shop.

Spoon Cafe

Think Sandwich - doing hot & cold food takeaway.

The Abbey Pub - which serves food all day every day.

Surely this is quite sufficient for such a small area.

There are also plenty of food outlets a Woodseats way

at Meadowhead - KFC round the corner & Domino's

Pizzas & Christofina Rd & numerous others.

We do not want this area turning into a takeaway food mall.

The other businesses are doing fine - why add to them?

We are concerned about the effect on the environment as well.

We were promised when the full and deep shop was granted, which a lot of us objected to that there would be no smoke or litter pollution.

This is not the case.

The smell very often is unacceptable, with a lot of people complaining about it up Granville Road -

particular when people want to sit out in the summer & have their windows open - when the smell of sawdust is nearly unbearable.

We do not want any more pollution of this area - or any more litter - which we get from the chip shop.

The hours of opening 11 am to 9 pm will be very disruptive for the people living on a near Abbey Lane.

Aesthetically, putting a chimney trailer in front of the stone-built Abbey pub, will be terrible, and make the area look a mess.

We do not feel it at all necessary for another food outlet to be introduced at the end of Abbey Lane, and add to that the increased traffic chaos, standing traffic & its effect on the environment, the effect on the area of more smells and litter and increased busyness, will be very unpleasant for the residents here.

We therefore request that you do not grant this application.

We are bemused as to why when the Abbey already serves on food all day everyday - they would be wanting to do this

Yours faithfully,

AAbbney

Robbie

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Appendix 'D'



SHEFFIELD CITY COUNCIL

LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982

Street Trading – Static Street Trading Application - Abbey Car park, 944 Chesterfield Road, Sheffield, S8 0SH

IMPORTANT: NOTIFICATION OF A COMMITTEE MEETING

To: Mikey & Jonny's Pizza Company Limited
Hilltop House
302 Ringinglow Road
Sheffield S11 7PX
Email: [REDACTED]@hotmail.com

LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982

LICENCE TYPE: Street Trading Consent – Abbey Public House car park, Chesterfield Road, Sheffield, S8 0SH

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

This matter has been referred to the Licensing Committee of Sheffield City Council for determination. Full details are provided in the report enclosed and to the Committee. 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 interested parties and objectors to attend the meeting.

The meeting in respect of the application will take place on **Tuesday 14th July 2015** in a Committee Room of the Town Hall, Sheffield, S1 2HH (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 2734264.

Steve Lonnia

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

Date: 29 June 2015

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 2734264

The Licensing Service Reception is open from 10.00am to 4.00pm, Monday to Friday. Telephone calls can be taken from 09:00am to 5:00pm.



SHEFFIELD CITY COUNCIL

LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982

Street Trading – Static Street Trading Application - Abbey Car park, 944 Chesterfield Road, Sheffield, S8 0SH

IMPORTANT: NOTIFICATION OF A COMMITTEE MEETING

To: The Objector
● Greenhill Road
Sheffield
S8 ●

LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982

LICENCE TYPE: Street Trading Consent – Abbey Public House car park, Chesterfield Road, Sheffield, S8 0SH

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SHEFFIELD CITY COUNCIL

LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982

Street Trading – Static Street Trading Application - Abbey Car park, 944 Chesterfield Road, Sheffield, S8 0SH

IMPORTANT: NOTIFICATION OF A COMMITTEE MEETING

To: Julia [REDACTED]
Greenhill Road NHW Group
[REDACTED] Greenhill Road
Sheffield
S8 [REDACTED]

LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982

LICENCE TYPE: Street Trading Consent – Abbey Public House car park, Chesterfield Road, Sheffield, S8 0SH

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Steve Lonnia

Date: 29 June 2015

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Steve Lonnia
Chief Licensing Officer
Head of Licensing

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
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The Licensing Service Reception is open from 10.00am to 4.00pm, Monday to Friday. Telephone calls can be taken from 09:00am to 5:00pm.

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Appendix 'E'

STREET TRADING CONSENT APPLICATION

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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.