



SHEFFIELD CITY COUNCIL Committee Report

Report of: Chief Licensing Officer, Head of Licensing

Date: 14th March 2017

Subject: Street Trading
Application for a Static Street Trading Consent

Author of Report: Clive Stephenson

Summary: To consider an application for a Static Street Trading Consent at Barkers Pool Sheffield City Centre

Background Papers: As attached
Street Trading Policy

Category of Report: OPEN

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

REF No: 38/17

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

STREET TRADING – Badger & Bean Mobile Coffee

1.0 PURPOSE OF REPORT

1.1 To consider an application for the grant of a Static Street Trading consent to trade at Barkers Pool (top nr Division Street) .

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- (c) all previous designations in relation to street trading will be rescinded as a result of the designation set out above.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 any consent. An applicant may, however apply for judicial review of the Council's decision.

3.0 THE APPLICATION

3.1 The applicant(s) are Mrs Sally Ford, & Miss Michelle Horne a copy of the application is attached at Appendix 'A'.

3.2 The application was submitted on 16th January 2017.

3.3 The application is to Hot and Cold Drinks, confectionary, crisps sandwiches and pastries from a mobile unit Monday to Friday from 08.00 (on site at 07.30) to 17.30. Also to trade two Saturdays per calendar month.

3.4 The application was circulated, in the usual manner, to South Yorkshire Police, South Yorkshire Fire and Rescue, Highways and Planning, and City Centre Management. 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.

3.5 Objections have been received by Highways and 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:-

- Highways
- Interested Parties Sandwich Business, Division Street, and John Lewis, Barkers Pool.

Copies of the representations are attached at Appendix 'B'

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 Highway Section B
Traders Section B

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 and objectors have been invited to attend the Licensing Committee hearing. Copies of the invites are attached at Appendix 'C'.

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

5.0 FINANCIAL IMPLICATIONS

- 5.1 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.
- 5.2 Fees for static consents are determined at the grant of the application therefore there are no financial implications arising from this report.

6.0 RECOMMENDATIONS

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

7.0 OPTIONS OPEN TO THE COMMITTEE

- 7.1 To grant the application for a Static Street Trading Consent at Barkers Pool.
- 7.2 To grant the application with amendments.
- 7.3 To defer the matter for further consideration.
- 7.4 To refuse the grant of the Static Street Trading Consent .

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

14th March 2017.

Appendix A

Application and relevant documents

APPLICATION FOR A STREET TRADING CONSENT

A1

Type of consent? City Centre Static

Name of Applicant(s) / Company:

Address of Applicant:

Date received	16/1/17	
Payment received	App fee: £100	Rec No: 66944
Site to be occupied	Bankers Pool (Top Nr Division Street)	
Days requested to trade	Mon - Sat 08:00 - 17:30	
Times requested to trade <small>*If after 23:00 need a prem lic LA03</small>	08:00 - 17:30	
Goods to be sold	Hot & Cold Drinks, Confectionery, Crisps, Sandwiches, Pastries	
Plans attached?	Yes	
Highways comments attached?		
Planning comments attached?		
Identity docs provided?	Yes	
MOT received		Expires:
Public Liability		Expires:
Vehicle insurance		Expires:
Details of vehicle	Vehicle reg:	
Does it meet Qualitative Criteria?		
Applicant photographs attached?		
Do public notices need to be put up?	YES / NO	

If yes: on separate page list names and address of consultees
Date Notices displayed:

DATE SENT TO RA'S:

Comments from RA's:

South Yorkshire Police	20/1/17	SY Fire & Rescue	20/1/17
Highways	20/1/17	Planning	20/1/17
Other	City Centre 20/1/17		

- Local Shop

If no Issues pass to PLO to set fee: Fee set at (p.a.):

Fee and additional information received:

IF OBJECTIONS – COMMITTEE HEARING

Date of hearing	
Decision	GRANT / REFUSE
Date of issue	

Officer(s):
AMA

Date for comments (28 days)
~~13/2/17~~ 21/2/17

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. TRADING DETAILS

Q16	Trading Name (if applicable)	Badger & Bean Mobile Coffee
Q17	Trading address (if different from above) Post Code	Not sure as mobile - but registered to home at [redacted], Sheffield, [redacted] [redacted]
Q18	Site to be occupied	
Q19	Items to be sold (i.e. type of food, jewellery, paintings, etc)	Coffee, tea, cold drinks and limited sandwiches. The possibility of churros, chocolate - limited stock and possibly some pastries. See additional sheets.
Q20	Please specify preferred days of trade:	Mon - Fri. 2 Sat per month.
Q21	Please specify preferred hours of trade:	On site from 7.30am trading from 8am. Mon-Fri Closing 5.30pm Mon-Fri. Onsite from 8.30am Sat trading 9am - 4pm. Sat.

D. THE UNIT

Q19	Type: eg barrow / cart, etc.	Praggio Apé TM 50
Q20	Size of unit	Height: 1.56m Width: 1.25m Length: 2.56m

AA

E. CONVICTIONS / CAUTIONS

Q21	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 [<input checked="" type="checkbox"/>]		
Details of previous convictions and/or cautions				
	Date of Conviction	Court of Conviction	Nature of Offence	Sentence
Applicant 1		NIA	NIA	NIA
Applicant 2		NIA	NIA	NIA

F. CHECK LIST

The following documents must be attached with this application:

(tick)

Non refundable fee of £100	<input checked="" type="checkbox"/>
Your current passport	<input checked="" type="checkbox"/> x2
Your current drivers licence <i>Michelle does not drive</i>	<input checked="" type="checkbox"/> x1
One other proof of identity, showing your name and current address (recent utility bill, bank statement etc)	<input checked="" type="checkbox"/> x2
Right to work documentation (if applicable)	<input checked="" type="checkbox"/> x2 pp
Two (recent and identical) passport size photographs signed and dated on the reverse as a true likeness.	<input checked="" type="checkbox"/> x4
Photographs of the vehicle / unit, front back and rear.	<input checked="" type="checkbox"/> x5
Details of any food hygiene qualifications (unless trading in non food items)	See details
If trading in food, confirmation that the business has a food hygiene score rating of 3 or more.	See details.
Confirmation your vehicle meets the quality criteria	See details.
Any further information you may wish to submit in support of your application	See details.

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	
Public liability insurance (minimum of £2,000,000)	
Written confirmation that the vehicle meets the Council's food safety standards	<input checked="" type="checkbox"/>
Waste management contract	

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."

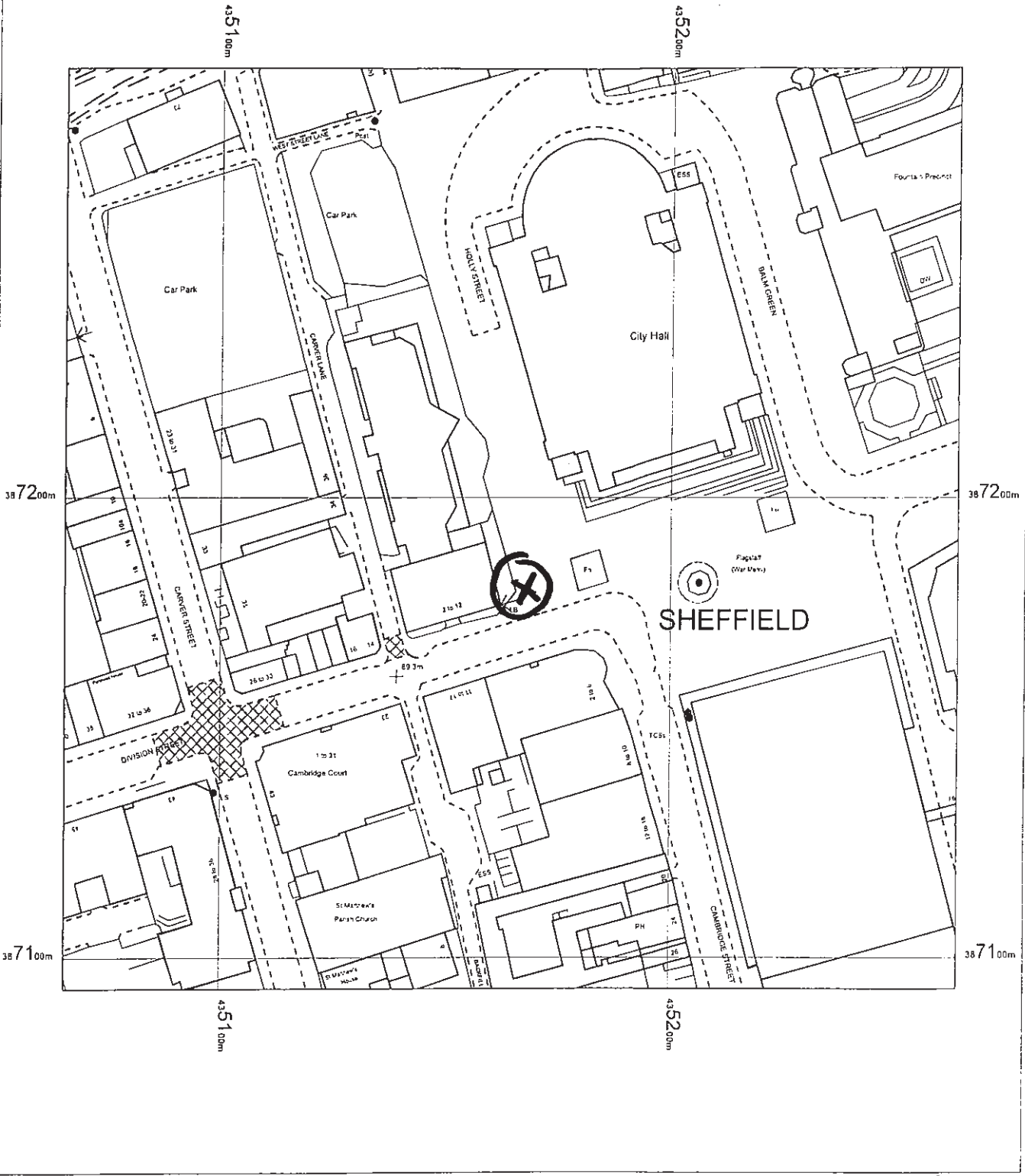
I / We,

- 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:

Applicant 1	Signature: <u>S. Ford</u>
	Print name: <u>Sally Ford</u>
	Date: <u>16 January 2017</u>
	Capacity: <u>Partner</u> <u>1 of 2</u>
Applicant 2	Signature: <u>[Signature]</u>
	Print name: <u>Michelle Horne</u>
	Date: <u>16 January 2017</u>
	Capacity: <u>Partner</u> <u>2 of 2</u>

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.



X = Corner spot for business.

BADGER & BEAN
 MOBILE COFFEE
 SHEFFIELD
 S1 2HB
Sally Ford.

OS MasterMap 1250/2500/10000 scale
 02 November 2016, ID: BW1-00573075
 www.blackwellmapping.co.uk
 1:1250 scale print at A4, Centre: 435165 E, 387193 N
 ©Crown Copyright and database rights 2016 OS
 100019980



BLACKWELL'S
 www.blackwellmapping.co.uk
 TEL: 0114 268 7658
 maps.sheffield@blackwell.co.uk



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QUALITATIVE CRITERIA – SMALL TRADING STALLS

The Business – Badger & Bean Mobile Coffee

The business is a new start up craft coffee company - Badger & Bean Mobile Coffee. It is operated from a Piaggio Apé vehicle and we sell fresh coffee using a lever pull machine. (photographs are attached so that the Piaggio and lever machine make sense). Badger & Bean is a partnership between myself and my business partner, however the business is to be run primarily by myself as a full time enterprise and should it be sufficiently successful and manage to support both people my business partner will become more active in the day to day running. The number of hours and days we are required to remain open to make the business viable will also influence if both partners share the working hours. However, as an initial launch it is planned that the business will be run by 1 partner primarily as a solo project.

Badger & Bean is a craft coffee business aimed at providing quality coffee brewed to customers tastes. We are not aiming to compete with mass produced coffee as provided at Starbucks or Costa (for example), instead we aim to highlight the range of unique tastes a coffee brewed correctly can give to customers. The business ethos is more in line with that of a craft beer experience than it is a typical coffee house experience.

We have been working with a local coffee roaster in furthering our understanding of the whole "coffee" experience so that Badger & Bean can offer the best tasting coffee to its customers. Sitting this knowledge with our "down to earth" customer approach we hope that customers will feel more able and at ease in joining in with the conversation and more able to talk about what they want out of their coffee.

One of the key themes of the business will be the artisan nature of the produce we use, sourced wherever possible from local businesses that use fair trade practices and have a sustainable approach to their business practices. Alongside this we are sourcing wherever possible produce locally and from sources who aim to limit their impact on the environment.

Environmental Impact

We are very aware of the current conversations taking place about the impact the coffee takeaway business is having on the environment with regards to the amount of disposable coffee cups/lids and by products filling landfills.

In order to minimise our own impact we will be using "vegware" compostable lids and cups, both of which are made from lower environment impact methods using less carbon in their production and both are made from materials that are fully recyclable, not landfill materials. To support this theme the cups feature a small phrase on them confirming their recyclable nature and we will highlight this within our business.

As Badger & Bean operates from the Piaggio Apé it comes with its own dual power source. It utilises both battery power and gas. Both of these are contained within the Apé itself. The Apé conversion was undertaken to the highest of standards with both versatility and safety the 2 core aims. The conversion was retested and reviewed in August 2016 by a specialist auto electrical technician to

ensure that all cabling and batteries remain at the optimum standard with no degrading and that they remain the safest option as a power source.

Most mobile units use a single electrical power source to enable their coffee machines to function as they are automatic machines. However, as Badger & Bean use a lever based coffee machine it can use either gas or electric to power itself. It uses the pressure created from heating the water as a natural source to "brew" the coffee and the heat generated from that to steam the milk. The machine primarily uses gas, a much more efficient and greener power source.

To further the environmental theme the coffee grinds will be taken home and separated into small bags to offer to either customers or people living locally to take for use in their gardens. We are hoping that as a business we have a low impact on the environment and as we develop we will continue to look for ways to limit our environmental footprint as we grow.

Craft Coffee Cart

Besides the aim to limit our environmental impact while selling coffee, we also believe that we offer something different. We appreciate that Sheffield city centre has a vast range of establishments that cater to people's coffee needs, as do many other city centres. However, it does not have something that looks like we look and sells a crafted coffee. There is a Piaggio already in the city centre selling coffee, on Howard Street, however this is not a craft coffee cart, it sells coffee in the form of most coffee houses.

From research we know that most city centres in the UK don't have anything like us - yet. But businesses like ours are spreading. They are already very popular in shopping malls and airports in retail havens like Dubai selling an array of street food. In the UK London has seen conversions like ours spread in popular retail districts and now into malls selling a range street food, coffee and Bailey's with Prosecco conversions on the way. The presence of one Piaggio in Sheffield already stands to reflect the growing nature of this type of small business.

Sheffield also does not have a mobile coffee seller that has such a strong customer focused approach to selling something that has become synonymous with a day out shopping. We want to talk to people about how they really want their coffee so that we can give each customer what they really want. Most people are used to buying their coffee as a standard as it comes from an automatic machine. A lever pull machines allows us to determine the strength and taste of each coffee quite precisely as we will measure the exact brew time with each one individually. This will allow us to offer each customer a coffee brewed to their tastes much like they are able to brew their own cup of tea. This kind of technique eliminates the double shot or triple shot. Instead the brew of each "espresso" will dictate the end result for the customer. Lever machines are still a rarity in Sheffield, more so on the mobile scene. However it is an area of growing expansion as people want more from their coffee.

A report in 2015 from the Office for National Statistics stated that the proportion of 16-24-year-olds who do not drink increased by more than 40 per cent between 2005 and 2013. Instead they are drinking more coffee. It is a growing market, and as it grows people will become more discerning and want a coffee brewed to their particular tastes. We hope to be a business that takes part of that conversation.

In addition to the coffee

To complement the coffee we hope to sell a limited range of pastries and Danishes and sandwiches. Initially the main focus will be to get the coffee cart established and make sure that we are able to run this effectively and efficiently. Once this has been achieved the aim would be to offer a limited range of pastries and/or sandwiches. The pastries will be sourced from Wellbeck Bakery, who use local

produce and use traditional artisan methods to create their produce. The bread for the sandwiches will also be sourced from Wellbeck. Rather than a traditional sandwich we will be offering Italian styled sandwiches.

The produce we offer will need to be of a very limited stock given the nature of the business and only become available at the point that the business is able to support the additional lines.

Intended hours of operation

Initially it is hoped that the cart will open week days from 8.00am until approximately 5.30pm. We are hoping to open the cart for 2 Saturdays a month, the first and last and operate from 9am until 4pm.

These hours are highly likely to fluctuate once we commence selling as we need to be able to sell in sufficient numbers to be able to maintain the business. As such if the hours outlined above do not work the best we will need to flexible with them. As such we may need to rethink number and actual opening hours/days as we progress. As such please be aware the times above are intended hours. We are also aware that we will need to remove the cart at the end of the day and as such are conscious of the rush hour traffic, this may well factor into our opening times, by either cutting them short if there is not sufficient interest in the product in the later hours or extending them until around 6pm until after the majority of the rush hour has left. However, it is hoped that the stated hours will be the ones we use.

The Qualitative Criteria

Motorised vehicle or stall and its Movement.

The business is a mobile coffee business in an Piaggio Apé which is a motorised vehicle. I understand the criteria requires that the vehicle is non-motorised. While the Apé has an engine it is transported exclusively by towing. The cart has a removable A frame which is used to tow the Apé. The "cart/stall" I intend to use is exactly the same as a unit that has been selling coffee for a number of years within the city centre district, from Howard Street. Like that business I intend to tow the cart into place. I will be keeping the towing vehicle off site once the Apé is in place. At the end of each day the cart will be towed off site.

Good presentation

The cart itself has been vinyl wrapped in the Badger & Bean logo, however the items we will sell in addition to the coffee will be kept in appropriate conditions for their sale. I intend to use only top end display containers that will show the products at their very best. The items I will be selling (sandwiches and pastries) will have a very limited shelf life. As such it is in my best interest to have them displayed in a manner that shows their best light in order to sell them before that are no longer sellable.

Good design and Visually Acceptable

The photographs provided reflect that the Piaggio Apé has been vinyl wrapped to the highest of standards. The external area of the cart has been entirely wrapped and the businesses logo and contact details have been reproduced on the cart. We recognise that strong recognition is key for our businesses survival and that making the best possible impression on our customers is also important. Sit this with the need to remain a clean and safe environment to sell coffee and limited food products have a clean and tidy outer appearance was felt to be as important as having a clean internal working environment.

The menus that we will have displayed within the lid of the raised section of the Apé will be printed and laminated and therefore of a good quality scroll work. We will be using the same font as is used in the logo design. In line with this all signs and notice's will also be printed in the same manner.

No adverts unless agreed

At present we have no intention of advertising from our unit for any other business. We will highlight on our own website any suppliers that we feel would be appropriate to rather than use the unit to do this. Should we ever wish to change this we are aware that we would need to seek your permission to do so and would do this in writing before taking any action.

No non-functional elements and must meet approval for location

The location chosen has been done so as it is flat and is moved back away from the main thoroughfare of Barkers Pool. The location is close to a tree, a wall and a collection of benches. The unit itself would not block any walkway or the driveable portion of the road. The area is large and would permit for a very large group of people to pass unhindered and would not impact on any larger gathering.

The unit itself is ideally suited to flat locations, but as reflected in the Howard Street location of the alternate Piaggio, the cart can be adapted to operate safely, effectively and without any outward change to appearance from a sloping area.

The cart will not feature any additional elements that are not of direct use and fundamental to the operation of the business. The cart has a small metal removable shelf to one side, on the opposite is the capacity to add an umbrella in a safe manner. There are also 2 small tables for the display of the sandwiches and pastries, however these will only be added if these additional lines are opened.

Self-contained within the cart for equipment

The cart itself contains the coffee machine and grinders and storage for the cups/lids/holders etc – all the necessary products to sell coffee. In addition the cart contains the gas and leisure batteries used in the production of the coffee. There is also a water tank and a small sink. The cart contains all the necessary equipment, as such none are on display to the general public, they are within the cart itself.

Size smaller front than 3 metres, width 2 meters 2.5 m high

The Piaggio Apé is smaller than the relevant dimensions in every manner. Even if the umbrella is added on necessary days and if the tables are out the cart would still comply with the appropriate dimensions. The cart is 2.56m in length, 1.25m width and 1.56m high.

Canopies must be cleaned and maintained to high standards

The cart itself is and will be regularly cleaned inside and outside. While there is no canopy to the cart the umbrella we will be using is presently clean and will be cleaned on a regular basis to maintain the overall aesthetics of the business.

Food rating of 3 and hygiene standards need to be good and evidenced

The cart itself has not been assessed at present for food hygiene rating. We have contacted the relevant authority and have provided these emails. We have been notified that until we begin trading we will not be assessed. We can confirm and evidence that the previous owner of the cart received the top rating from the authority where they traded.

Both partners of the business have worked in the food and service industries previously. We are both aware of the necessity to maintain good food practices. We have relevant clean down sheets (attached) to ensure that we are able to be confident of a consistent cleaning process and to be able to reflect to any authority what cleaning takes place every day.

The clean down sheets include a weekly process (attached) to reflect the "deep clean" that will happen weekly. These cleans are considered essential to have a minimum operating standard for our business, however if it was felt relevant then additional cleaning would take place (for example, if a spillage took place that need a more thorough clean).

The business has the ability to produce very hot water and cold running water. As such it has the ability to ensure the operator remains clean and hygienic and that the cart remains cleaned to the highest of standards. The presence of the hand sink within the cart is of a major benefit in being able to maintain good hygiene practices.

Both partners held basic food hygiene certificates for previous roles and are very familiar with best practices. I worked as a public House Manager, have worked in coffee/sandwich shops and in a restaurant. My business partner has worked in a kitchen, manager of a bar/nightclub and worked for a private catering business. Alongside this experience both of us have researched up-to-date best practices and have undertaken on line unofficial tests and passed. If this is not sufficient then both myself and my business partner would be happy to undertake up-to-date tests and provide these for your perusal.

Storage of food and preparation

Any pastries sold will be provided fully cooked and sellable by the bakery. These will be provided on a daily basis and therefore be fresh every day. There is the potential that a small proportion of items (such as flap jack if we chose to stock such an item) would be retained for sale the following day if they are not sold on date of delivery. These would be contained in relevant containers with the date of

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delivery and the time spent on display clearly indicated so that we are able to track their use by dates for stock management and to dispose of them when appropriate.

There will be a very limited stock of sandwiches available. These will be made at home and sold from the cart. These sandwiches will be refreshed every day, and as such not be stocked for resale. If any are left over then we hope to use Plan Z Heros to be matched to a charity so that we can donate any of our leftover stock in an appropriate manner. Hopefully this will lead to us being a zero waste as far as food stock is concerned.

The reality is that we intend to only make 30 sandwiches at the maximum a day, but this number will initially probably begin at 10. We are a small business and we are a coffee business, we need to make sure that we are able to offer quality to each part of the service we do and as such are conscious that we do not try to undertake too many tasks. As such we do not anticipate that there will be any major issues as far as stock rotation, handling or storage goes. We have all the necessary tools and space to ensure that each part of the sandwich is fresh every day and any items not sold will be donated.

List of similar businesses

The list of businesses focuses solely on outlets selling coffee as a primary element of their business. Therefore the list will contain businesses like coffee houses and café's but not businesses such as public houses or popular fast food outlets. The location we have selected is next to many food and beverage businesses but many of these sell alcohol or alternate food/beverage options and the coffee element is a pure additional service to their reason to being in that location. Given that the coffee is only an additional revenue stream to these businesses and even if they didn't sell coffee they would still be there with their core business, we have not listed them. However, if it is felt that this is necessary then please let me know and this additional information will be provided.





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Additional potential menu items and possible prices.

Viennoiserie

Croissant	£1.40
Almond Croissant	£1.50
Pain aux Chocolat	£1.50
Pain aux Raisin	£1.50

Viennoiserie & a hot drink

£3.75

Seasonal Pastry Welbeck

£1.90

Meringue (Large)

£2.90

Brownie

£2.50

White Chocolate tart with Lemon & Raspberries

£3.75

Bun and a hot drink

£5.00





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Menu and prices

Flat white/Latte	£2.50
Cappuccino	£2.50
Americano	£2.40
Espresso	£1.80
Tea	£1.80
Hot Chocolate	£2.90
Children's Hot Chocolate	£2.00
San Pellagrino	£1.20
Water	£1.20
Sandwich	£4.00
Sandwich and a Hot Drink	£5.50
Crisps	£0.80
Chocolate bar	£0.80



List of Businesses within 800m radius of proposed site which could be deemed as similar. All business that appear to offer coffee as the sole or main purpose of their business have been included.

Badger & Bean mobile coffee (intended location marked with a dot in the centre)

Holly Street, Sheffield S1 2GT

1. Café Nero

1, 11 Division St, Sheffield S1 4GE

2. Steam Yard

1 & 2, Aberdeen Court, 97 Division St, Sheffield S1 4GE

3. Tamper Coffee

9 Westfield Terrace, Sheffield S1 4GH

4. Café Nero

2 High St, Sheffield S1 2GE

5. Café Nero

2 St Paul's Pl, Sheffield S1 2JX

6. Cafe Moco

202 West St, Sheffield S1 4EU

7. Costa Coffee

89 Pinstone St, Sheffield S1 2HJ

8. Starbucks Coffee

67-69 Surrey St, Sheffield S1 2LA

9. Couch

29-31 Campo Ln, Sheffield S1 2EG

10. Nosh Retail Ltd

69 Division St, Sheffield S1 4EB

11. The Holt

156 Arundel St, Sheffield S1 4RE

12. Marmadukes Café Deli

22 Norfolk Row, Sheffield S1 2PA

13. Tamper Sellers Wheel

149 Arundel Street, Sheffield, S1 2NU

14. Sandwich Division

22 Division St, Sheffield S1 4GF

15. West Bar Sandwich Shop

2 Broad Ln, Sheffield S1 4BT

16. Feast Independent Sandwich and Coffee Makers

31 Chapel Walk, Sheffield S1 2PD

17. Café Piazza

18 Church St, Sheffield S1 2GN

18. Blue Moon Café

2 St James Row, Sheffield S1 2EW

19. Andrews Café Tea Rooms

32-34 Chapel Walk, Sheffield S1 2PD

20. HowSt

46 Howard St, Sheffield S1 2LX

21. Fusion Organic Café

Butcher Works, 74 Arundel St, Sheffield S1 2NS

22. Cuppacha Bubble Tea

14 Orchard Square, Sheffield S1 2FB

23. LOL Bubble Tea

15, Fitzwilliam St, Sheffield S1 4JB

24. Pure on Raw

244-246 Shalesmoor, Sheffield S3 8UH

25. Patisserie Valerie

11 Barker's Pool, Sheffield S1 2HB

26. Feast Independent Sandwich and Coffee Makers

Princess House, 122-126 Queen St, Sheffield S1 2DW

27. Site Gallery Café

1 Brown St, Sheffield S1 2BS

28. Zooby's

Units 4 & 5, Winter Garden, 90 Surrey St, Sheffield S1 2LH

29. The Moor Market (Several Traders)

Sallie's

Coffee @ Moor Market

Carters Kitchen

Karen's Kitchen

McKay's Kitchen

Sharon's Cafe

77 The Moor, Sheffield S1 4PF

30. Café Crucible

55 Norfolk St, Sheffield S1 1DA

31. Wellies

55 Norfolk St, Sheffield S1 1DA

32. Sarnis

25 Aldine Ct, Sheffield S1 2EQ

33. Sarni's

13 Castle St, Sheffield S3 8LT

34. Moor Café

14 Fitzwilliam Gate, Sheffield S1 4JH

35. Dj's Sandwich Bar and Cafeteria (Bus Station)

Pond Hill, Sheffield S1 2BD

36. Starbucks Coffee

Orchard Square Shopping Centre, Shopping Centre Unit 6, Orchard Square, Sheffield S1 2FB

37. Costa Coffee

2-3 Orchard Square, Sheffield S1 2FB

38. Corner Kitchen

151 Hawley St, Sheffield S1 2EA

39. Trippet lane Sandwich bar

26 Trippet Ln, Sheffield S1 4EL

40. Rita's Pantry

12 N Church St, Sheffield S1 2DH

41. Figtree

7 Figtree Ln, Sheffield S1 2DJ

42. Deli Quatro

22 Snig Hill, Sheffield S3 8NB

43. La Perle Patisserie

39-41 Wicker, Sheffield S3 8HS

44. Brunch Break

Beehive Works, Milton Street, Sheffield S3 7WL

45. Starbucks Coffee

4 Fargate, Sheffield S1 2HE

46. Train Station (Several Businesses)

Starbucks Coffee

Pumpkin Café

Upper Crust

Caffee Ritazza

Sheaf St, Sheffield S1 2BP

47. Mortore Café

Howard Street, Sheffield S1 2LX

A19



michelle horne [REDACTED]

Fw: Application confirmation for Food premises registration

1 message

Sally Ford [REDACTED]

8 December 2016 at 13:34

To: Sally Ford [REDACTED]

From: noreply-licensing@digital.cabinet-office.gov.uk <noreply-licensing@digital.cabinet-office.gov.uk>

Sent: 22 June 2016 17:10

To: [REDACTED]

Subject: Application confirmation for Food premises registration

Confirmation from Sheffield City Council

You've just submitted a **Food premises registration (Registration of a food business establishment)**.

Your application reference number is: **sheffield-340924**

Your application was submitted on 22-06-2016 17:10 and Sheffield City Council has been notified.

Assuming the form is valid they'll contact you with a decision by 01-08-2016.

If you haven't had a decision by this date you can assume it's been approved as tacit consent applies.

If you have any questions about your application please contact:

Sheffield City Council
Health Protection Service
2-10 Carbrook Hall Road
Carbrook
S9 2DB Sheffield
Phone: 0114 2734644
e-mail: healthprotection@sheffield.gov.uk

A20



michelle horne [REDACTED]

Fw: Food hygiene rating

1 message

Sally Ford [REDACTED]

8 December 2016 at 13:14

To: Sally Ford [REDACTED]

From: Sally Ford [REDACTED]
Sent: 28 June 2016 12:10
To: Fenn David
Subject: Re: Food hygiene rating

Hi David,

Thanks for clarifying, we didn't want to start off on the wrong foot by making a genuine mistake.

Kind regards
Sally

Sent from my iPhone

> On 28 Jun 2016, at 09:06, Fenn David <David.Fenn@sheffield.gov.uk> wrote:
>
> Hi Sally
>
> Apologies for any ambiguity.
>
> 1. Yes you may start to trade straight away.
>
> 2. You will not be in breach of the food hygiene legislation because you have not been rated for the rating system. You will simply be awaiting rating. Compliance is a separate issue although the rating system is based on compliance.
>
> 3. The mobile needs to be registered at the address where it is kept overnight. If allocated for inspection the officer will make enquiries as to where you trade either with yourself or licensing (you will need a street trading consent if in Sheffield) or other local authorities etc. if trading out of the city to try to ensure the inspection takes place when you are trading. This is normally on a spot check basis, but sometimes if there is any degree of food preparation in a domestic address this may be by 24 hours notice / appointment.
>
> I hope that helps you Sally but please do not hesitate to contact me if you need any further advice.
>
> Regards
>
> David
>
> -----Original Message-----
> From: Sally Ford [REDACTED]
> Sent: 25 June 2016 11:07

A21

> To: Fenn David
> Subject: Re: Food hygiene rating
>
> Hi David,
>
> Thanks for the details. I have 3 questions from your email.
>
> 1 - can we start to trade as soon as Sheffield council accepts the business registration or do we have to wait for some form of notice from you? I am worried about this as your email in general suggests it could be months before you get around to an inspection.
>
> 2 - if we are deemed "low risk" and it could take months to be inspected by yourselves what rating do we display so as not to be in breach of the food hygiene rating system, this is presuming we are able to trade at all.
>
> 3 - while I understand the point of an inspection would be to see it in real terms, not all spruced up for an inspection, as we are mobile how do you intend to inspect it if you aren't able to know where we are? Really not trying to be difficult, just worried the nature of the business will make that difficult and again take more time for an official inspection.
>
> Regards
>
> Sally
>
>
> Sent from my iPhone
>
>> On 23 Jun 2016, at 17:30, Fenn David <David.Fenn@sheffield.gov.uk> wrote:
>>
>> Dear Sally
>>
>> Thank you for your email.
>>
>> Once we receive your registration this will be assessed by the Principal Officer and will be classed as either high or low risk. If high risk this will then be allocated to an officer to inspect the business in due course (which will normally be a spot check) and issue a food hygiene rating. Currently this would be within a few weeks to a few months after registering, depending on resources and other priorities.
>>
>> If the business is classed as low risk, (and if you are just doing coffee it will be) then due to a lack of resources it is not likely to be allocated for an inspection at this time, but may receive a future visit or alternative action.
>>
>> Due to all the cutbacks and lack of resources we are unable to carry out advisory visits at this time, however we currently undergoing a commercialisation change within the Council and may be able to offer this service (for a fee) in the near future.
>>
>> At the moment if you have any specific questions or require further advice I can provide this at no cost via email or over the phone.
>>
>> Regards
>>
>> David
>>
>>
>> David Fenn (BSc Hons) MCIEH CEnvH
>> Environmental Health Officer/
>> Chartered Environmental Health Practitioner
>>
>> Sheffield City Council
>> Health Protection Service
>> 5th Floor (North)
>> Howden House
>> 1 Union Street

A22

>> Sheffield
>> S1 2SH
>>
>> 0114 2734638
>>
>>

>> -----Original Message-----
>> From: Health Protection
>> Sent: 23 June 2016 10:49
>> To: Fenn David
>> Subject: FW: Food hygiene rating
>>
>>
>>

>> -----Original Message-----
>> From: Sally Ford [REDACTED]
>> Sent: 22 June 2016 17:21
>> To: Health Protection
>> Subject: Food hygiene rating
>>

>> Hi,
>>

>> I have recently purchased a mobile coffee business and wish to know how I go about getting my business inspected. I registered my business with Sheffield council online today and the decision is pending.

>> I would much appreciate it if you could advise who I should contact in order for an inspection to take place.

>>

>> Many Thanks

>> Sally

>>

>> Sent from my iPhone

>> This Email, and any attachments, may contain non-public information and is intended solely for the 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

>

> This Email, and any attachments, may contain non-public information and is intended solely for the 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

>

Weekly Cleaning sheet

	Time/Date	Initial
Deep clean ape shelves		
Deep clean ape sides		
Deep clean inside stock drawers		
Deep clean cup racks		
Deep clean drip tray		
Deep clean knock out drawer		
Clean and check grinder		
Empty all water from water tank and refresh		
Wash outside of ape		
Rinse water through coffee machine		

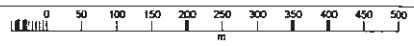
Daily Home Clean - coffee

	Time	Initial
Wash and dry all sandwich containers		
Wash and dry all serving utensils		
Wash all milk jugs and late art stencils		

Daily Home Clean - sandwiches

	Time		Initial	
	Before	After	Before	After
Antibacterial preparation area and wash down area				
Wash and clean all utensils including boards and knives				
Wash down fridge inside and shelves				
Check food dates – remove waste				

A25



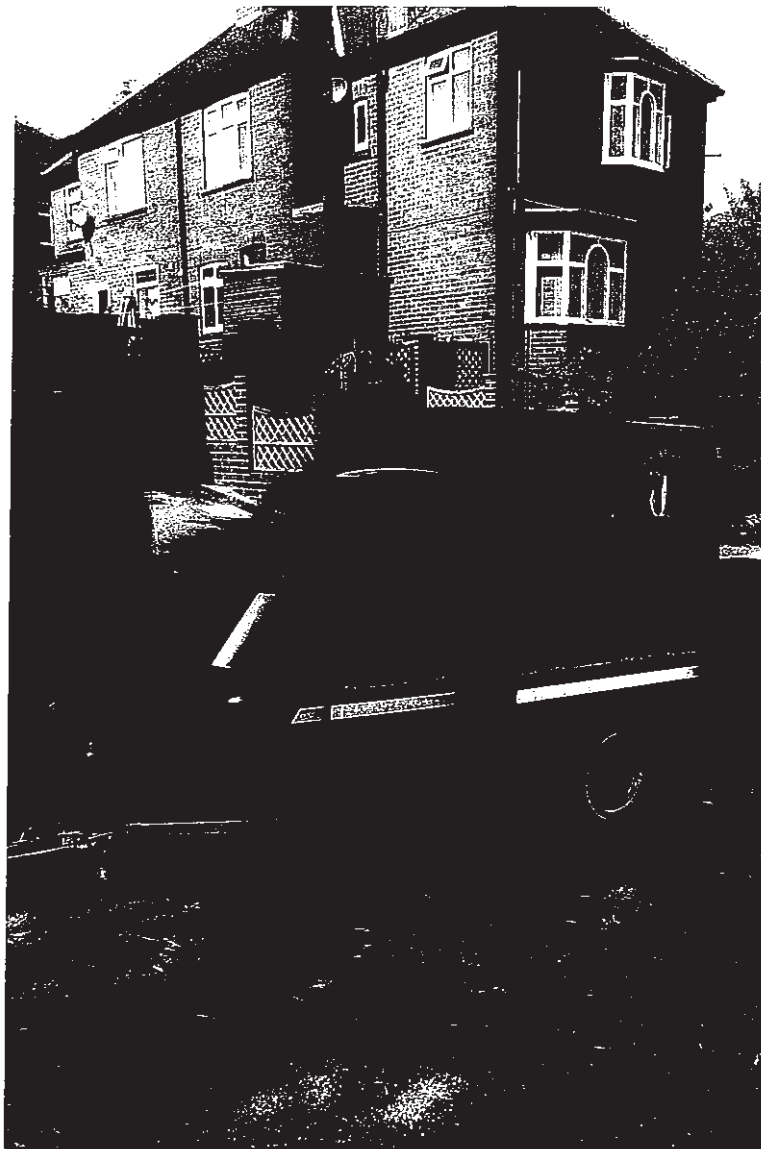
EDGER & BEAN
 MOBILE COFFEE
 SHEFFIELD
 S1 2HB
 Sally Ford

OS VectorMap Local - Landplan Style
 02 November 2016, ID: BW1-00573076
 www.blackwellmapping.co.uk
 1:7500 scale print at A3, Centre: 435180 E, 387206 N
 ©Crown Copyright Ordnance Survey. Licence no. 100041041

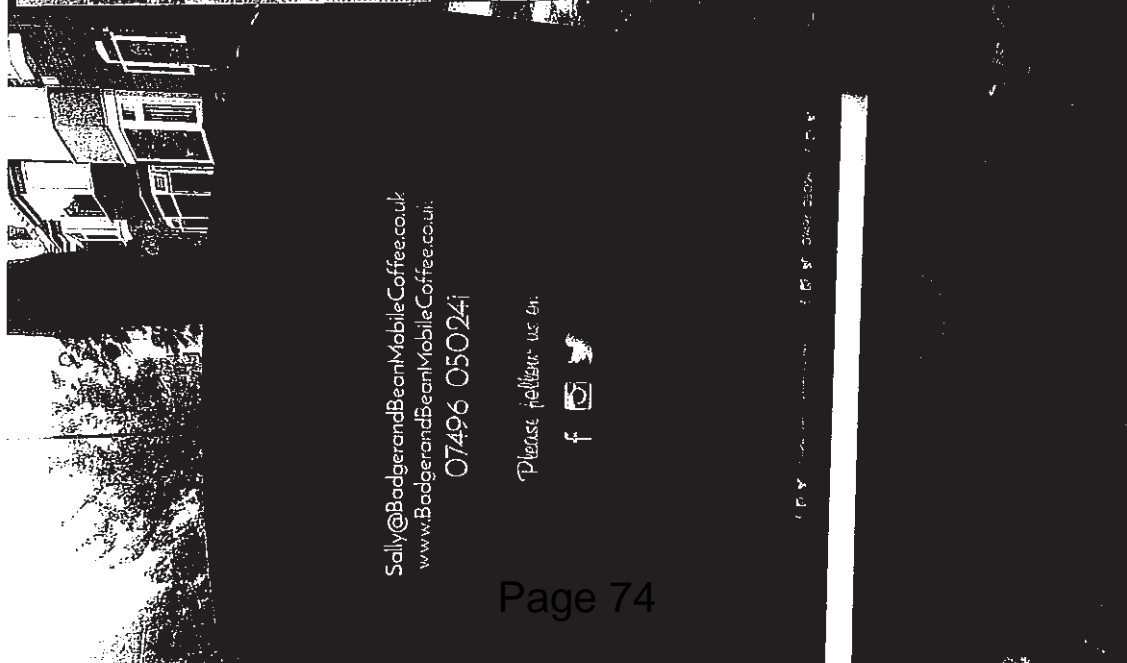


BLACKWELL'S
 www.blackwellmapping.co.uk
 TEL: 0114 268 7658
 marc.chaffield@blackwell.co.uk

A26



A27



Sally@BadgerandBeanMobileCoffee.co.uk
 www.BadgerandBeanMobileCoffee.co.uk

07496 050241

Please re/turn us in.



Appendix B

Objections. No.3

Anderson Anne (CEX)

G
31

From: Anderson Anne (CEX) on behalf of licensingservice
Sent: 07 February 2017 11:00
To: Anderson Anne (CEX)
Subject: FW: Objection - street trading Barkers Pool

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

From: H MCBRIDE [REDACTED]
Sent: 06 February 2017 15:19
To: licensingservice
Subject: Objection - street trading Barkers Pool

Ref: Application for Street Trading at Barkers Pool By : Sally Ford & Michelle Horne To Trade: Hot & Cold Drinks, sandwiches, confectionary, pastries & crisps

To whom it may concern

We wish to lodge a formal objection to the above proposed street vendor at Barkers Pool We are a long established local business: Sandwich Division, 22 Division Street, S1 4GF Owners - Dean & Helen McBride

As local business owners we feel it is totally unfair to grant permission for a permanent street vendor located just a few steps from our premises as they would be selling exactly the same product range as we offer in our shop. We are a Sandwich shop offering sandwiches, cakes, drinks and crisps. Our shop unit has been home to a Sandwich shop for over 20 years and established as Sandwich Division for 13 years. Since buying the business 4 & half years ago we have worked extremely hard to grow and develop the business, and as a result of the success achieved we now employ 5 local people. Our business comes from a mixture of regular customers who work in the local vicinity, local builders/tradesmen working on nearby projects, and footfall from shoppers/passers by. A large proportion of the above customers pass in front of City Hall and could potentially go to them instead of ourselves. As business people of course we are not afraid of a bit of healthy competition, indeed Simmonites the butchers virtually opposite us also sell sandwiches/drinks/crisps in addition to their core range of meat & fish and we are used to temporary food business in the local vicinity during events/half terms/tramlines etc. However our issue is that they will be there permanently - selling exactly what we sell, with almost identical opening/closing times and presumably at lower prices than us as they certainly wont have the same rent/business rates & running costs as our shop unit. Losing trade to this vendor puts our established business in jeopardy, and indeed the jobs of the local people we employ. This is why we object strongly.

In addition, this end of Division street has started to look much smarter with new shop fronts, taken up units and a diverse range on offer of different business types making it a more desirable area to give people a reason to walk up it. The permanent location of a 'food van' works against this totally lowering the look/appeal. Furthermore there is a big concern about litter rubbish in the area coming from the van.

When the local economic climate is tough, and Sheffield Council is trying to improve the appeal of Sheffield and develop it as a desirable city to visit, one would expect a local council to support small businesses not work against them. We do hope you take our objection seriously.

Yours Sincerely, Helen & Dean McBride

O
B2

Company/name and address: JOHN LEWIS SHEFFIELD, BARKERS POOL, S1 1EF

Form completed by (please print): MARY KIRKHAM, OPERATIONS MANAGER

a) I have no comments to make about this application

b) I have the following comments to make about this application
(please detail below)

22 FEB 2017

Comments: WE BELIEVE THIS WILL HAVE A
DETRIMENTAL AFFECT ON AN ALREADY
SATURATED MARKET OF FOOD & DRINK
ESTABLISHMENTS WITHIN THE IMMEDIATE
CATCHMENT AREA.

Signed: Mary Kham Date: 25.1.17.

Position in company: OPERATIONS MANAGER

Applicant: Sally Ford & Michelle Horne
Proposed Location: Barkers Pool

Officer dealing: AMA

Anderson Anne (CEX)

0
B3

From: Turner Paul (DEL-H/Way Regs)
Sent: 23 January 2017 12:31
To: Anderson Anne (CEX)
Cc: licensingservice; highways@sheffield.gov.uk
Subject: FW: City Centre Street Trading Consent
Attachments: DOC200117-20012017110931.pdf; Barkers Pool - Holly St.JPG

Dear Anne

The area in Barkers Pool, shown on the attached application and identified with an 'x' on the plan, has recently had a Bike Hire Docking Station placed there under licence by Sheffield University.

In addition to this there is an amount of existing street furniture in the vicinity.

The barrel and stock deliveries to Lloyds (Ex Wetherspoon's) are also taken from this area therefore an alternative location for street trading should be considered (see attached Street View).

Regards

Paul Turner
Highway Licences
Room G34, Town Hall
Pinstone Street
Sheffield
S1 2HH

Tel 0114 2736137
Fax 0114 2736210

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

From: highways@sheffield.gov.uk
Sent: 20 January 2017 11:47
To: Turner Paul (DEL-H/Way Regs)
Subject: FW: City Centre Street Trading Consent

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

From: Anderson Anne (CEX)
Sent: 20 January 2017 11:42
To: highways@sheffield.gov.uk; planningdc@sheffield.gov.uk; SYFRlicensing@syfire.gov.uk;
SYP Licensing; City Centre Management Team
Subject: City Centre Street Trading Consent

Dear all

Please find attached an application for the above mentioned application.

B4

icling Access
i for
etherspoon

WETHERSPOON

Servicing for Wetherspoon Bar
and Food establishment
(Storage area)

Approx. position of Bike
Docking Station

Appendix C

Invitation to attend

SHEFFIELD CITY COUNCIL

CI

LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982

Street Trading – Static Street Trading Application – Barkers Pool, (Adjacent to Division Street)

IMPORTANT: NOTIFICATION OF A COMMITTEE MEETING

To: Mrs Sally Ford & Miss Michelle Horne

[REDACTED]
Sheffield
[REDACTED]

Email: [REDACTED]
[REDACTED]

LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982

LICENCE TYPE: Street Trading Consent – Barkers Pool.

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 March** in a Committee Room of the Town Hall, Sheffield, S1 2HH (Pinstone Street entrance) and you are invited to attend at **11:15 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: 3rd March 2017

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.

C2

SHEFFIELD CITY COUNCIL

LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982

**Street Trading – Static Street Trading Application – Barkers Pool
IMPORTANT: NOTIFICATION OF A COMMITTEE MEETING**

To: Mary Kirkham
Operations Manager
John Lewis
Barkers Pool
Sheffield
S1 1EP

LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982

LICENCE TYPE: Street Trading Consent – Barkers Pool, (Adjacent to Division St)

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

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SHEFFIELD CITY COUNCIL

C3

LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982

Street Trading – Static Street Trading Application – Barkers Pool IMPORTANT: NOTIFICATION OF A COMMITTEE MEETING

To: Paul Turner
Highway Licenses
Sheffield City Council
Town Hall

Email; paul.turner@sheffield.gov.uk

LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982

LICENCE TYPE: Street Trading Consent – Barkers Pool, (Adjacent to Division St)

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

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.....
Steve Lonnie
Chief Licensing Officer
Head of Licensing

Date: 3rd March 2017

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

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C4

SHEFFIELD CITY COUNCIL

LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982

Street Trading – Static Street Trading Application – Barkers Pool IMPORTANT: NOTIFICATION OF A COMMITTEE MEETING

To: Dean & Helen McBride
[Redacted]
[Redacted]
Sheffield
[Redacted]

Email; hl705@btinternet.com

LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982

LICENCE TYPE: Street Trading Consent – Barkers Pool, (Adjacent to Division St)

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

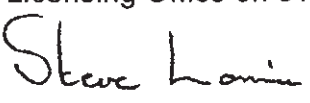
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The Committee has indicated that it expects applicants and interested parties and objectors to attend the meeting.

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PLEASE NOTE:

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Date: 3rd March 2017

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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.

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Telephone 0114 2734264

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Telephone calls can be taken from 09:00am to 5:00pm.

Appendix D

Hearing Procedure

STREET TRADING CONSENT APPLICATION

SUB-COMMITTEE HEARING PROCEDURE

D1

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.