



SHEFFIELD CITY COUNCIL Committee Report

5

Report of: Chief Licensing Officer, Head of Licensing

Date: 25th September 2012

Subject: Street Trading
City Centre Small Trading Stalls

Author of Report: Kathy Stockdale – 203 7752

Summary: To consider and allocate two applications for street trading consents to trade in specific city centre locations

Recommendations: That Members consider the applications submitted alongside the Council's "City Centre Street Trading - Small Trading Stalls" qualitative criteria and comments submitted by Development Services and the City Centre Manager.

That Members consider all the information provided by the applicants both in their written application and in person at the Hearing.

Background Papers: Attached documents

Category of Report: OPEN

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

Ref: 73/12

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

Street Trading – City Centre Small Trading Stalls

1.0 PURPOSE OF REPORT

- 1.1 To consider two applications for street trading consents to trade in specific city centre locations.

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 - (c) all previous designations in relation to street trading will be rescinded as a result of the designation set out above.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

- 3.1 Working in partnership with the City Centre Management Team and Planning, Licensing presented a report to Committee in August 2011 to encourage more local businesses to trade in the city centre whilst also controlling the type and thereby controlling the quality that is on offer.
- 3.2 A City Centre Qualitative Criteria for Small Trading Stalls was approved (attached at Appendix 'A') and applications were invited from current traders and interested parties.
- 3.3 The fee for each consent has been set at £498.50 per quarter (£1,994 per annum) to trade seven days a week between 7am and 7pm.

4.0 THE APPLICATIONS

- 4.1 The two applications have been submitted by Mrs Harris following vacancies for small scale city centre street trading units. This is to encourage more local businesses to trade in the city centre and to offer a more continental style of trading in certain areas of the city centre.
- 4.2 There is no constraint on the type of goods that can be sold. However, we would like to encourage more traditional goods that would give a more continental style to the City Centre.
- 4.3 A number of pitches have been allocated at a previous meeting, therefore, the location of the remaining pitches are:
- Sheaf Street;
 - Fargate (bottom);
 - Tudor Square;
 - Devonshire Green.
- 4.4 A copy of each application is attached to this report at Appendix 'B'.
- 4.5 A colour plan depicting the proposed locations (although not the exact sites) will be available on the day of the hearing.
- 4.6 Members are to note that the specific location at the site will be agreed in conjunction with the City Centre Management Team and Planning Department.

5.0 REASONS FOR REFERRAL

- 5.1 Applications have been referred to the Licensing Committee for their consideration.
- 5.2 The two applications submitted by Mrs Harris are:
1. Thai Curry – Tudor Square
 2. Chinese Noodles – bottom of Fargate.
- 5.3 Both applications have been copied to Lucy Bond, City Centre & East Team Manager, Development Services and Richard Eyre, City Centre Manager, for their comments. A copy of their comments are attached to the applications at Appendix 'B'.

- 5.4 The applicant, Lucy Bond and Richard Eyre have been invited to attend the Licensing Committee hearing. Copies of the invites are attached at Appendix 'C'.
- 5.5 A copy of the hearing procedure is attached at Appendix 'D'.

6.0 FINANCIAL IMPLICATIONS

- 6.1 There are no financial implications arising from this report as the Licensing Authority will recover its reasonable costs of administering and enforcing the street trading consent system through consent fees.
- 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 the two applications submitted alongside the Council's "City Centre Street Trading - Small Trading Stalls" qualitative criteria and comments submitted by Development Services and the City Centre Manager.
- 7.2 That Members consider all the information provided by the applicant both in their written application and in person at the hearing.

8.0 OPTIONS OPEN TO THE COMMITTEE

- 8.1 To grant one or both applications.
- 8.2 To defer the matter for further consideration.
- 8.3 To refuse one or both of the street trading 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

12th September 2012

④

APPENDIX 'A'

Sheffield City Council

CITY CENTRE STREET TRADING

- Small Trading Stalls

BACKGROUND

Street activities are an essential ingredient of a vibrant and lively city, and in Sheffield there is a strong demand for legitimate small scale trading pitches. They also offer an opportunity for small businesses to get started with relatively modest outlay.

The widening of footways offers the opportunity to designate more pitches in locations that will add to the attractiveness of the City Centre. In Orchard Square and Meadowhall 'Barrow' style stalls are used extensively, enhancing the colour and vitality of those places.

This scheme is part of the City Council's campaign to make Sheffield City Centre a more attractive and vibrant place. Set out below is the qualitative criteria which forms the basis on which to test applications for the grant of designated small trading stall Street Trading Consent sites within the City Centre.

QUALITATIVE CRITERIA – SMALL TRADING STALLS

GENERAL DESIGN

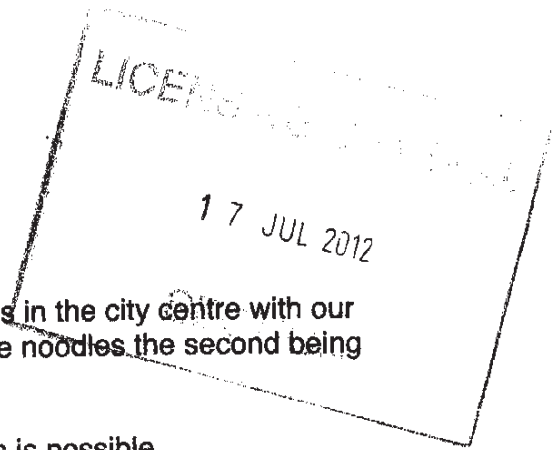
- There will be no motorised vehicles or stalls etc. permitted as part of this scheme.
- All barrows/handcarts must be capable of being moved on and off site by hand and any vehicles used to bring the barrows/handcarts to the site must be parked, loaded and unloaded off site.
- Good display is an important part of the selling process and top quality presentation encourages purchase and benefits the retailer reputation.
- It is in the best interest of traders to produce a high quality design in their barrows/handcarts. The function of the stall is to identify the trader and add vitality and colour to the immediate area, and reflect the quality, cleanliness and order in their operation. The barrow/stall contributes to the appearance of the street for good or bad, so design matters to everyone who uses the street, as well as the operator.
- 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 (this will include the Head of Licensing, City Centre Manager and Planning) and be in keeping with the street/area that it is to be located.
- 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.
- 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 and the promotion of the City Centre.

- Non functional elements attached to barrows / handcarts, are not acceptable.
- The general design of the barrow/handcart must meet the requirements of the Council for that location.
- Flame retardant 'skirts' are to be used if necessary, so as to obscure the frame, gas bottle etc. They should be designed to 'unify' the barrow/handcart.
- All equipment, tools, gas bottles etc. must be self contained within the stall/handcart etc.
- Bright colours and a sense of fun are encouraged.
- Finished in flame retardant paint.
- A colour photograph or scale illustration of the proposed handcart must be submitted to the Licensing Service as part of the application process.
- No barrow/handcart should have a frontage greater than 3.0 metres or a width greater than 2.0metre.
- Roofs should be no more than 2.5m above ground level.
- Pitched and curved roofs are encouraged.
- Canopies should be high quality with a feeling of 'permanence'. These could be manufactured from either stretched canvas, or woven material, opaque or light metal materials. Clear plastic awning and extensions to the canopy will not be acceptable.
- Canopies must be maintained and cleaned to a high standard.
- Food traders must ensure that any stall design satisfies the requirement of food safely legislation. Staff must be adequately trained in good hygiene (Basic Food Hygiene Certificate and regular on going training) and records of training must be made available on request.
- Best practise of food hygiene must be adopted by the operator. This covers:
 - Personal hygiene
 - Hand washing
 - Ill health
 - Prevention of contamination
 - Temperature control
 - Temperature monitoring
 - Cleaning
 - Storage and stock rotation
 - Procedures in the event of freezer breakdown
 - Site cleanliness
 - Waste disposal
 - Pest control
 - Quality control
 - First aid facilities

APPENDIX 'B'

8

Dear city council



I have enclosed two application forms for two positions in the city centre with our barrows. the first being far gate street with the chinese noodles the second being tudor square with the thai food.

would prefer to have both units on fargate street if this is possible.

i have also enclosed my portfolio which has some info in there about the different types of barrows we do, but i am only applying for the two which are the dragons noodle bar & thai curry wraps.

i have also enclosed a photograph of the two barrows we would like to use which are up and running. we have been using these barrows at different events and festivals and city centres around the country since last xmas and had very good reports on them.

i have all the relevant documents you need, i am a member of ncass and can email you these documents if you wish to see them. i am registered with doncaster council and have 5 stars for each of the barrows which i can provide documents.

the barrows are made to move if you want to walk with them, they are also made if you want to extend the back to 3 meters and put an awning on the back, this is how it is in the picture, i understand from your letter that you don't want any awnings, this is fine, when awning is off it is 10f x 6f and you can see right through to other side and can be moved along if you push it.

each barrow has trained members of staff and uniforms to match barrow, our food is to the highest standard and our recipes are made fresh on a daily basis.

I'm happy to attend a board meeting to demonstrate how our barrows work .

i would like to be up and running in the town centre by october if this is possible and you like what we have to offer.

any queries please don't hesitate to contact me.

look forward to hearing from you and hope we can work in your city centre.

many thanks

mrs candy harris

C&B Catering @ Food For Thought

APPLICATION 1
THAI CURRY – TUDOR SQUARE

SHEFFIELD CITY COUNCIL

**Application for the Grant of a Street Trading
Consent**

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.”

IMPORTANT: Please read notes attached to this form before completing it.
Please read the guidance booklets on street trading in Sheffield.
If you are applying as an Individual or a Partnership, please complete Part A.
If you are applying as a Limited Company please complete Part B.

<u>PART A</u>	
1ST APPLICANT	2ND APPLICANT (if applicable)
(Mr/Mrs/Miss)	(Mr/Mrs/Miss)
Surname..... HARRIS	Surname.....
.....
First Name..... CANDY	First Name.....
.....
Home Address..... 6 Salsview	Home Address.....
.....
Fairpark, Eucworth rd
.....

Town/ City..... Hatfield
..... Doncaster

Town/ City.....
.....

Post Code..... DN7 6HL

Post Code.....

Contact Number..... 07766291578

Contact Number.....

Date of Birth..... 27/03/75
Age..... 37

Date of Birth.....
Age.....

(All Applicants must be over 17 years of age)

1st Applicant

2nd Applicant (if applicable)

Have you ever been convicted of any offence(s)?

Have you ever been convicted of any offence(s)?

YES/NO

YES/NO

**This information is subject to the Rehabilitation of Offenders Act 1974
(Please also include details of any spent conviction/s)**

If "Yes" please detail them below: (Please continue on a separate sheet if necessary).

1st Applicant

**Date of Conviction
Penalty**

Offence

.....
.....
.....
.....

2nd Applicant (if applicable)

Date of Conviction
Penalty

Offence

.....
.....
.....
.....

I declare that I have checked the information given in this application form and to the best of my knowledge it is correct. I 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.

1st Applicant

2nd Applicant

Signature..... *R Harris*

Signature.....

Date..... *16-07-12*

Date.....

PART B

Company Details (If applying as a Corporate body)

Name..... *C & B Catering*

Registered Address..... *6 Salsview, Fairpark, Eakwath*

rd, Hatfield, Doncaster, DN76HL

Registered Number.....

Description of Applicant.....

....

Contact Number.....

.....

Please provide details of all Directors (including full names, addresses and date of births and details of any convictions), a separate sheet may be used.

.....
.....
.....
.....
.....

PART C

Trading Name (if applicable) *C & B Catering*

Trading Address (if different from overleaf)
.....
.....
.....
.....

Post Code.....

Telephone Number *07766291578*

Site to be occupied: (STATIC) *Tudor Square*

.....
.....
(Please attach a detailed plan of the exact location of the proposed site)

MOBILE traders, please indicate CITY WIDE:

.....
Tudor Square
.....

(Please refer to appropriate guidance booklets for specific conditions attached to mobile consents)

NOTE: Applicants can apply for both a Mobile and Static Consent using the same vehicle.

Items to be sold (i.e. Hot Food, Canned Drinks, Hot Drinks, Confectionery, Cold Food, Ice Cream, Fruit & Veg, etc.)

.....
Thai Curry Food
.....
.....
.....

Please specify days of trade:

.....
Sunday to Saturday
.....

Please specify hours of trade:

.....
9-5.30 or longer
.....

Details of Vehicle

Sprinter Van

Registration Number:

.....
DA53 PDX
.....

Date of First Registration:

.....
29, 10, 2003
.....

Last M.O.T/Service:

.....
May 15th 2012
.....

Size of Vehicle:

20f

.....
...

(Please submit photographs and dimensions of vehicle/stall with this application)

How do you propose to dispose of waste from your business?

take home

If you would like any advice or guidance on this, please see HYPERLINK "http://www.netregs.gov.uk" www.netregs.gov.uk or contact Environmental Protection on 0114 2037411 for more information on Trade waste Disposal.

PART D

DECLARATION: I,

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)

undertake to comply with the Sheffield City Council Street Trading Consent Conditions;

undertake to pay Sheffield City Council the relevant consent fee (when determined) where previously agreed in quarterly instalments in advance whether demanded or not;

understand that consents are not transferable; and

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.

understand that giving false information is an offence and may result in prosecution and / or a street trading consent being refused or revoked

Signed..... *R Harris*

(1st Applicant)

Dated..... *16-07-2012*

Capacity..... *OWNER*

Signed.....

(2nd Applicant if applicable)

Dated.....

Capacity.....

For Office Use Only:

DATE RECEIVED:

.....

TIME RECEIVED:

.....

RECEIPT NUMBER:

.....

FEE:

.....

.....

OFFICER INITIALS:

.....

ACCEPTED? YES / NO -

Returned.....

NOTES

The completed form must be returned in an envelope marked CONFIDENTIAL to the address below.

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 and attach it to this form.

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.

This form should be completed and returned to the;

**Licensing Services
Block C
Staniforth Road Depot
Staniforth Road
SHEFFIELD
S9 3HD**

**Tel: 0114 203772
Fax: 0114 2735410**

Email: general.licensing@sheffield.gov.uk

Or Visit our website: HYPERLINK "<http://www.sheffield.gov.uk>"
www.sheffield.gov.uk

The Licensing General Section is open from: 9am to 5pm Monday to Friday

APPLICATION 2

CHINESE NOODLES - FARGATE

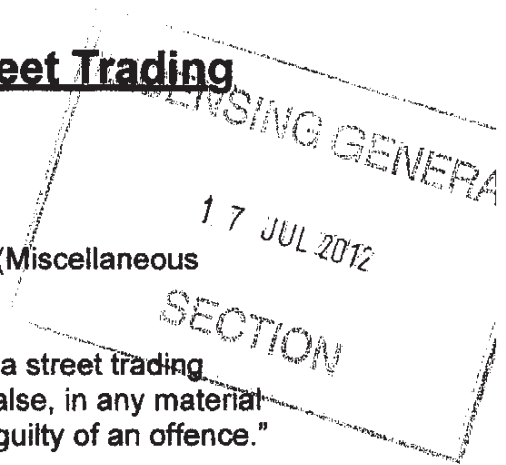
SHEFFIELD CITY COUNCIL

**Application for the Grant of a Street Trading
Consent**

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."



IMPORTANT: Please read notes attached to this form before completing it.
Please read the guidance booklets on street trading in Sheffield.
If you are applying as an Individual or a Partnership, please complete Part A.
If you are applying as a Limited Company please complete Part B.

PART A

1ST APPLICANT

(Mr/Mrs/Miss)

Surname..... **HARRIS**

First Name..... **CANDY**

Home Address..... **6 SALSVIEW**

..... **FAIR PARK, Tudworth rd**

2ND APPLICANT (if applicable)

(Mr/Mrs/Miss)

Surname.....

First Name.....

Home Address.....

.....

Town/ City..... HATFIELD
..... DONCASTER

Town/ City.....
.....

Post Code..... DN76HL
.....

Post Code.....
.....

Contact Number..... 07766291578

Contact Number.....

Date of Birth..... 27-03-75
Age..... 37

Date of Birth.....
Age.....

(All Applicants must be over 17 years of age)

1st Applicant

2nd Applicant (if applicable)

Have you ever been convicted of any offence(s)?

Have you ever been convicted of any offence(s)?

YES/NO

YES/NO

**This information is subject to the Rehabilitation of Offenders Act 1974
(Please also include details of any spent conviction/s)**

If "Yes" please detail them below: (Please continue on a separate sheet if necessary).

1st Applicant

**Date of Conviction
Penalty**

Offence

.....
.....
.....
.....

2nd Applicant (if applicable)

Date of Conviction
Penalty

Offence

.....
.....
.....
.....

I declare that I have checked the information given in this application form and to the best of my knowledge it is correct. I 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.

1st Applicant

2nd Applicant

Signature..... *E. Harris*

Signature.....

Date..... *16-07-12*

Date.....

PART B

Company Details (If applying as a Corporate body)

Name..... *C & B Catering*

Registered Address..... *6 Salsview, Fairpark, Eudworth rd*

hatfield doncaster, DN76HL

Registered Number.....

Description of Applicant.....

....

Contact Number.....

.....

Please provide details of all Directors (including full names, addresses and date of births and details of any convictions), a separate sheet may be used.

.....

.....

.....

.....

.....

.....

PART C

Trading Name (if applicable) C & B Catering

Trading Address (if different from overleaf)

.....

.....

.....

.....

.....

Post Code.....

Telephone Number..... 07766291578

.....

Site to be occupied: (STATIC) Fargate

.....

.....

.....

(Please attach a detailed plan of the exact location of the proposed site)

MOBILE traders, please indicate CITY WIDE:

..... Bottom of Fargate Street

(Please refer to appropriate guidance booklets for specific conditions attached to mobile consents)

NOTE: Applicants can apply for both a Mobile and Static Consent using the same vehicle.

Items to be sold (i.e. Hot Food, Canned Drinks, Hot Drinks, Confectionery, Cold Food, Ice Cream, Fruit & Veg, etc.)

..... Chinese Noodles &

.....

.....

.....

Please specify days of trade:

Sunday to Saturday

Please specify hours of trade:

9 - 5.30 or longer

Details of Vehicle

Sprinter Van

Registration Number:

DAS3 PDX

Date of First Registration:

DAS3 PDX 29.10.2003

Last M.O.T/Service:

May 1st 2012

Size of Vehicle:

20f

.....
...

(Please submit photographs and dimensions of vehicle/stall with this application)

How do you propose to dispose of waste from your business?

take home

If you would like any advice or guidance on this, please see **HYPERLINK** "<http://www.netregs.gov.uk>" www.netregs.gov.uk or contact Environmental Protection on 0114 2037411 for more information on Trade waste Disposal.

PART D

DECLARATION: I,

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) undertake to comply with the Sheffield City Council Street Trading Consent Conditions;

undertake to pay Sheffield City Council the relevant consent fee (when determined) where previously agreed in quarterly instalments in advance whether demanded or not;

understand that consents are not transferable; and

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.

understand that giving false information is an offence and may result in prosecution and / or a street trading consent being refused or revoked

Signed..... R Harris

Dated..... 16-07-2012

(1st Applicant)

Capacity..... OWNER

Signed..... R Harris

Dated.....

(2nd Applicant if applicable)

Capacity.....

For Office Use Only:

DATE RECEIVED:
.....

TIME RECEIVED:
.....

RECEIPT NUMBER:
.....

FEE:
.....
.....

OFFICER INITIALS:
.....

**ACCEPTED? YES / NO -
Returned.....**

NOTES

The completed form must be returned in an envelope marked CONFIDENTIAL to the address below.

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 and attach it to this form.

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.

This form should be completed and returned to the;

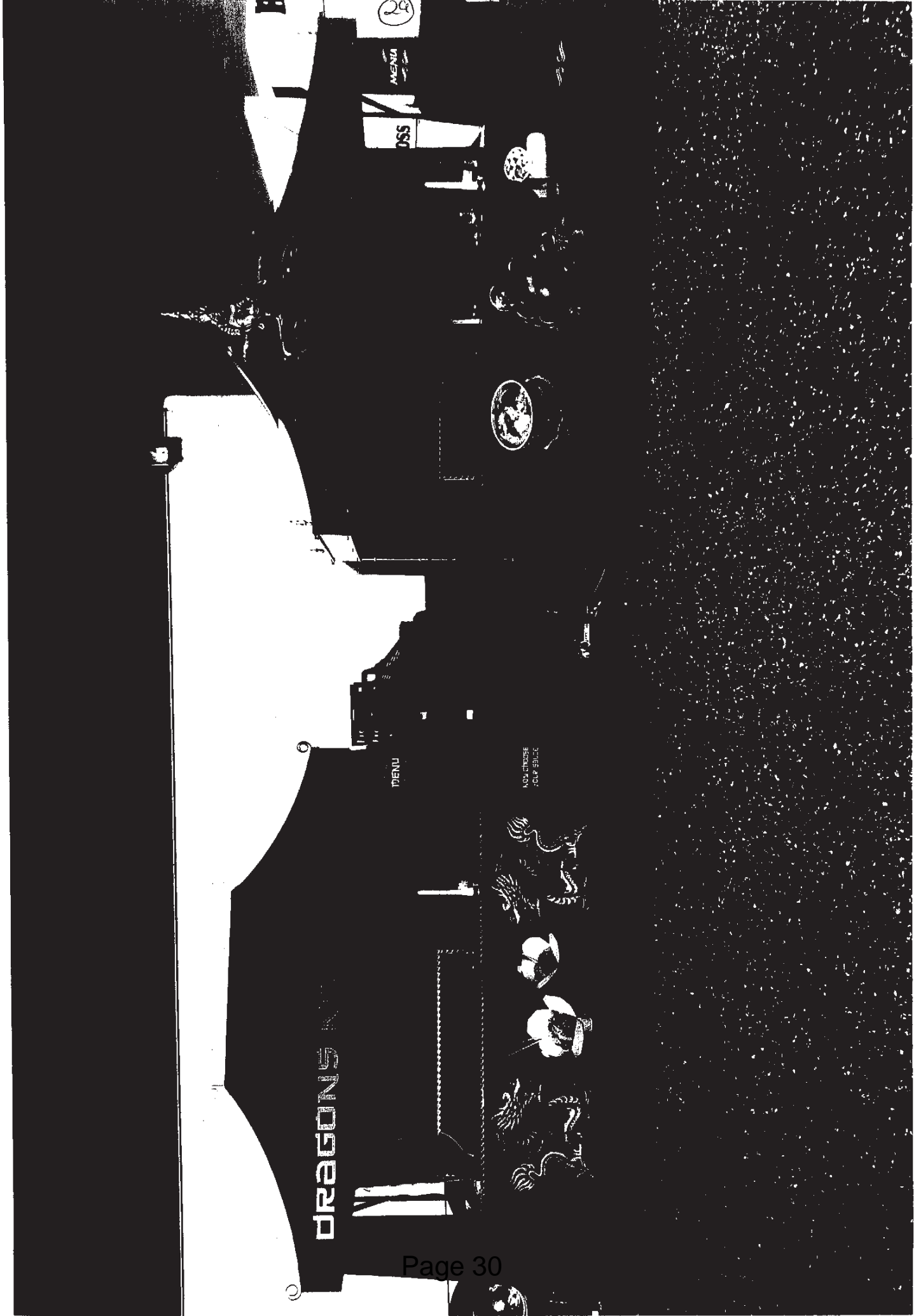
**Licensing Services
Block C
Staniforth Road Depot
Staniforth Road
SHEFFIELD
S9 3HD**

**Tel: 0114 203772
Fax: 0114 2735410**

Email: general.licensing@sheffield.gov.uk

Or Visit our website: HYPERLINK "<http://www.sheffield.gov.uk>"
www.sheffield.gov.uk

**The Licensing General Section is open from: 9am to 5pm Monday to
Friday**



COMMENTS REGARDING APPLICATIONS

Turley Stephanie (CEX)

From: Turner Paul (DEL-H/Way Regs)
Sent: 19 July 2012 10:27
To: Turley Stephanie (CEX)
Subject: RE: Street Trading applications for the city centre

Hi Stephanie,

I note that you have copied City Centre Management Team in to your e-mail. Certainly they are better placed in terms of current activities and events on Fargate and in Tudor Square to comment on this application. However, from a highways view, particularly with regard to Fargate I can confirm that there is a Traffic Regulation Order covering the precinct. For example, delivery vehicles can only drive onto the precinct before and up to 10.00am, by which time they should be removed. In the evening vehicles can only come back onto the area of Fargate after 6.00pm. This is obviously designed to reduce risk to pedestrians from moving vehicles.

There may be scope for relaxation of the Traffic Regulation Order for certain 'one off' cases / events. This is something that Parking Services deal with through their dispensations, although given the amount of pedestrian footfall and the risk to the public it is not always granted.

I trust that this information is of use.

Regards, Paul.

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

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

From: Turley Stephanie (CEX)
Sent: 17 July 2012 15:53
To: 'sheffield.liquor-licensing@southyorks.pnn.police.uk';
planningdc@sheffield.gov.uk; Vickers Pete; Turner Paul (DEL-H/Way Regs);
'DGill@syfire.gov.uk'; City Centre Management Team
Subject: Street Trading applications for the city centre

Please find attached applications for two city centre pitches (I will send you another photo of the barrows as this one is not clear)

Can I please have your comments by the 14th August. In any case it will go before Licensing Committee for determination.

Regards
Stephanie

> _____
>
> Stephanie Turley
> Licensing Officer
> Licensing Service, Business Strategy & Regulation, Block C, Staniforth Road Depot,
> Sheffield, S9 3HD
>
>Telephone: 0114 20 37752
>Fax: 0114 27 35410
>Email: Stephanie.turley@sheffield.gov.uk
>Web: www.sheffield.gov.uk

Stockdale Kathy (CEX)

From: Cooper Steve (DEL)
Sent: 12 September 2012 15:29
To: Stockdale Kathy (CEX); Bond Lucy
Subject: RE: City Centre street trading application x2 Candy Harris

Hello Kathy,

I will attend the hearing.

The units themselves are reasonable in appearance although I'm not sure how moveable they will be without a vehicle.

We have some concerns about where the license will be granted for as we have consent sites at the bottom of Fargate and in Tudor Sq (top end near Winter Gardens). The bottom of Fargate is already very congested with the Ice cream van and the Peddlers market !!! and I cant really see how a unit of this size will fit in without causing problems.

Regards

Steve

Steve Cooper

City Centre Resources Manager

City Centre Management Team

2nd Floor

Yorkshire House, Leopold St

Sheffield, S13RT

0114 2736832

07971750722

From: Stockdale Kathy (CEX)
Sent: 06 September 2012 16:58
To: Cooper Steve (DEL); Pashley Deirdre; Bond Lucy
Subject: City Centre street trading application x2 Candy Harris
Importance: High

Hello,

I am in receipt of two applications circulated to yourselves on 17th July, 2012:

Tudor Square Thai Curry Food
 Bottom of Fargate Chinese Noodles

I would appreciate your replies no later than 3pm, Thursday 13th September please, as the matter is listed for a hearing on 25th September, 2012 at 10:00am and the information needs to be circulated. You are invited to attend the hearing to enable Members to ask questions if required.

Thank you.

Kathy.

Kathy Stockdale

Senior Licensing Officer

Business Strategy and Regulation

Place Portfolio

Sheffield City Council, Block C, Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD.

Telephone: 0114 20 37752

Fax: 0114 20 37750

Email: kathy.stockdale@sheffield.gov.uk www.sheffield.gov.uk

Stockdale Kathy (CEX)

From: Bond Lucy
Sent: 13 September 2012 16:04
To: Cooper Steve (DEL); Stockdale Kathy (CEX)
Subject: RE: City Centre street trading application x2 Candy Harris

Kathy,

I am not going to make any formal comments as I cannot attend the hearing as I am on leave that week.

I do echo what Steve is saying on the bottom of Fargate - it is very congested and I could only see something really small (like the chestnut seller) fitting in down there - I'll rely on Steve for making that case.

I have to say that it doesn't really seem to fit the 'small barrow' criteria for small traders so I am concerned this could be setting a bit of a precedent if it is allowed.

Lucy

Lucy Bond
Development Management
(0114) 273 4556

From: Cooper Steve (DEL)
Sent: 12 September 2012 15:29
To: Stockdale Kathy (CEX); Bond Lucy
Subject: RE: City Centre street trading application x2 Candy Harris

Hello Kathy,

I will attend the hearing.

The units themselves are reasonable in appearance although I'm not sure how moveable they will be without a vehicle.

We have some concerns about where the license will be granted for as we have consent sites at the bottom of Fargate and in Tudor Sq (top end near Winter Gardens). The bottom of Fargate is already very congested with the Ice cream van and the Peddlers market !!! and I cant really see how a unit of this size will fit in without causing problems.

Regards

Steve

Steve Cooper

City Centre Resources Manager

City Centre Management Team

2nd Floor

Yorkshire House, Leopold St

Sheffield, S13RT

0114 2736832

07971750722



South Yorkshire Fire & Rescue

WORKING FOR A SAFER SOUTH YORKSHIRE
Sheffield Technical Fire Safety
197 Eyre Street
Sheffield
S1 3FG

James Courtney
Chief Fire Officer & Chief Executive

Date: 02/08/2012
Your Ref: e-mail dated 17/07/2012

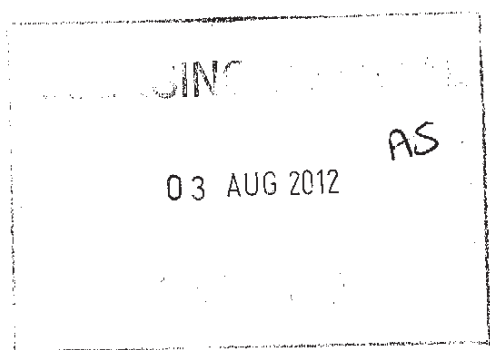
Our Ref: IGM/#280514/W20012/0/726866

This matter is being dealt with by: Mr K Harrison
Tel Direct line: 0114 2532382
Email: kharrison@syfire.gov.uk

Fax Direct line: 0114 2532888
Website: www.syfire.gov.uk

Tel: 0114 2727202
Fax: 0114 2532888

The Director
Admin and Legal Department
Block C
Staniforth Road Depot
609 Staniforth Road
Sheffield
S9 3GZ



Dear Sir/Madam

LEGISLATION:

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

USE OF PREMISES:

**Catering Tent selling Chinese Noodles at Bottom of Fargate Street,
Sheffield
and**

**Catering Tent selling Thai Curry Food at Tudor Square, Sheffield
Ms Candy Harris, 6 Salsview Fair Park, Tudworth Road, Hatfield,
Doncaster DN7 6HL**

APPLICANT:

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

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

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

Yours faithfully

Officer

APPENDIX 'C'

SHEFFIELD CITY COUNCIL

**LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982
Street Trading – City Centre**

IMPORTANT: NOTIFICATION OF A COMMITTEE HEARING

To: Mrs Candy Harris

LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982

LICENCE TYPE: Street Trading Consent

I refer to the above and your two applications for the grant of a 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 to attend the meeting.

The meeting will take place on **Tuesday, 25th September, 2012** in a Committee Room of the Town Hall, Sheffield (Pinstone Street entrance) and you are invited to attend at **10:00 am**.

PLEASE NOTE:

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



Date: 5th September 2012

.....
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
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 – City Centre**

IMPORTANT: NOTIFICATION OF A COMMITTEE HEARING

To: Lucy Bond, Development Services

LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982

LICENCE TYPE: Street Trading Consent

I refer to the above and two applications for the grant of a 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 to attend the meeting.

The meeting will take place on **Tuesday, 25th September, 2012** in a Committee Room of the Town Hall, Sheffield (Pinstone Street entrance) and you are invited to attend at **10:00 am**.

PLEASE NOTE:

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

Date: 13th September 2012

.....
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
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 – City Centre

IMPORTANT: NOTIFICATION OF A COMMITTEE HEARING

To: City Centre Manager

LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982

LICENCE TYPE: Street Trading Consent

I refer to the above and two applications for the grant of a 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 to attend the meeting.

The meeting will take place on **Tuesday, 25th September, 2012** in a Committee Room of the Town Hall, Sheffield (Pinstone Street entrance) and you are invited to attend at **10:00 am**.

PLEASE NOTE:

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

Date: 13th September 2012

.....
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
Telephone 0114 2037752

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

APPENDIX 'D'

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.

This page is intentionally left blank