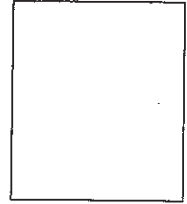




SHEFFIELD CITY COUNCIL Committee Report



Report of: Chief Licensing Officer, Head of Licensing

Date: 14th February 2013

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

Author of Report: Andy Ruston - 2037751

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

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

Background Papers: Attached to this report

Category of Report: Open

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

REF No: 13/13

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

STREET TRADING

CONSENT SITE – Milton Street

1.0 PURPOSE OF REPORT

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

2.0 INTRODUCTION

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

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

2.3 The Licensing Committee at it's meeting of 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- (c) all previous designations in relation to street trading will be rescinded as a result of the designation set out above.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 councils decision.

3.0 THE APPLICATION

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

4.0 REASONS FOR REFERRAL

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

5.0 BACKGROUND

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

6.0 FINANCIAL IMPLICATIONS

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

7.0 RECOMMENDATIONS

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

8.0 OPTIONS OPEN TO THE COMMITTEE

8.1 To grant the application for a Street Trading Consent.

8.2 To defer the matter for further consideration.

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

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

APPENDIX A

Local Government (Miscellaneous Provisions) Act 1982



Application for a STATIC Street Trading Consent

Notes to Applicant

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

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

A. THE APPLICANT(S)

		1 st Applicant (Mr/Mrs/Miss/other)	2 nd Applicant (Mr/Mrs/Miss/other)	
Q1	Full name(s) of the applicant	SANDRO VASHAKIDZE		
Q2	Applicant(s) permanent private address	15 NEWFIELD GREEN ROAD SHEFFIELD S2 2BQ		
Q3	Date of birth	05. 04. 1991	LICENSING GENERAL 13 DEC 2012 SECTION	
Q4	Nationality and place of birth	BRITISH TBILISI		
Q5	National Insurance No.	PG789677B		
Q6	Do you have the legal right to work and live in the UK?	<input checked="" type="radio"/> YES / NO Details: BRITISH CITIZEN		YES / NO Details:
Q7	Have you ever been refused a street trading consent in this or any other area?	YES / <input checked="" type="radio"/> NO Details:		YES / NO Details:
Q8	Telephone No			
Q9	Email address			

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

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

NA

C. THE UNIT / VEHICLE

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

D. TRADING DETAILS

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

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

E. CONVICTIONS / CAUTIONS

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

F. CHECK LIST

The following documents must be attached with this application:

(tick)

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

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

(tick if enclosed with this application)

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

G. DECLARATION

WARNING

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

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

I / We,

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

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

Please read these notes before completing the application form.

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

Please return the fully completed form and all attachments to:

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

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

SHEFFIELD CITY COUNCIL
Licensing Service

PLEASE NOTE:

DISCLAIMER

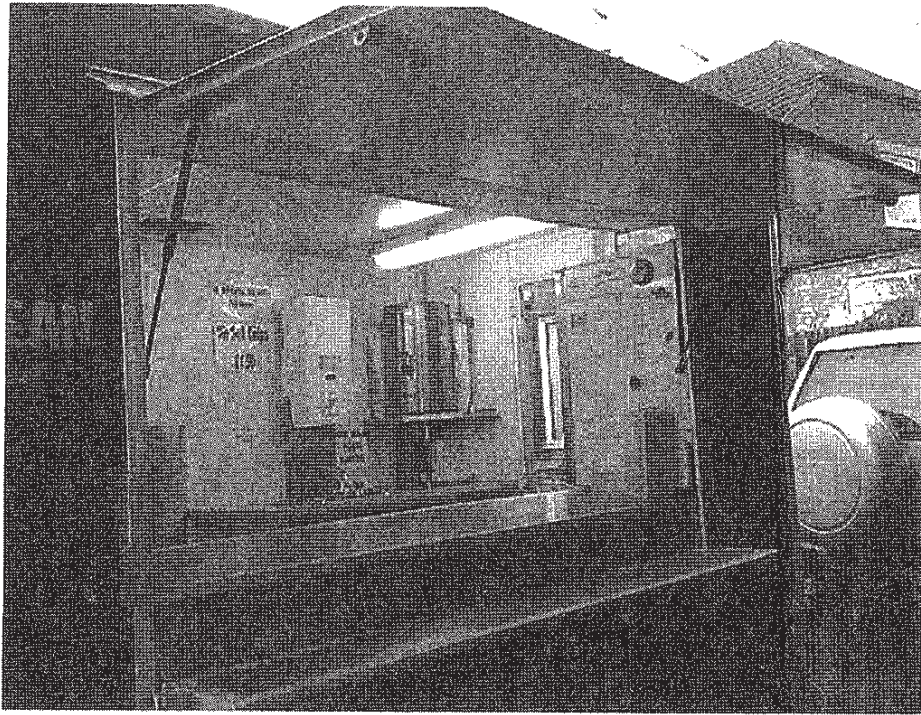
The information / guidance supplied in this pack by Sheffield City Council, Licensing Service, is offered purely as a basic guide for your assistance.

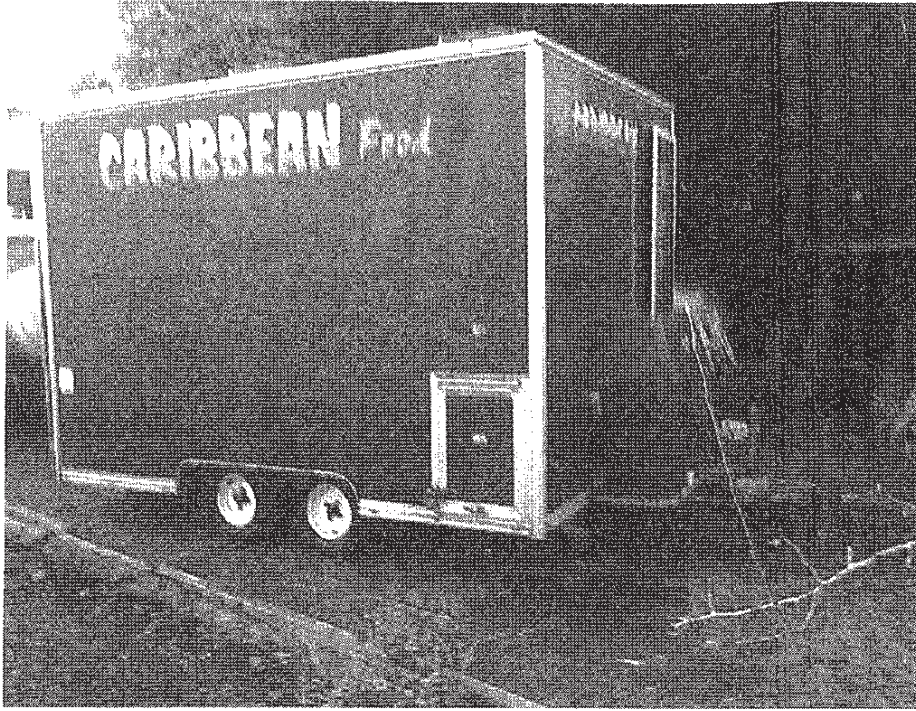
Sheffield City Council can take no responsibility or liability for the completion of your application form.

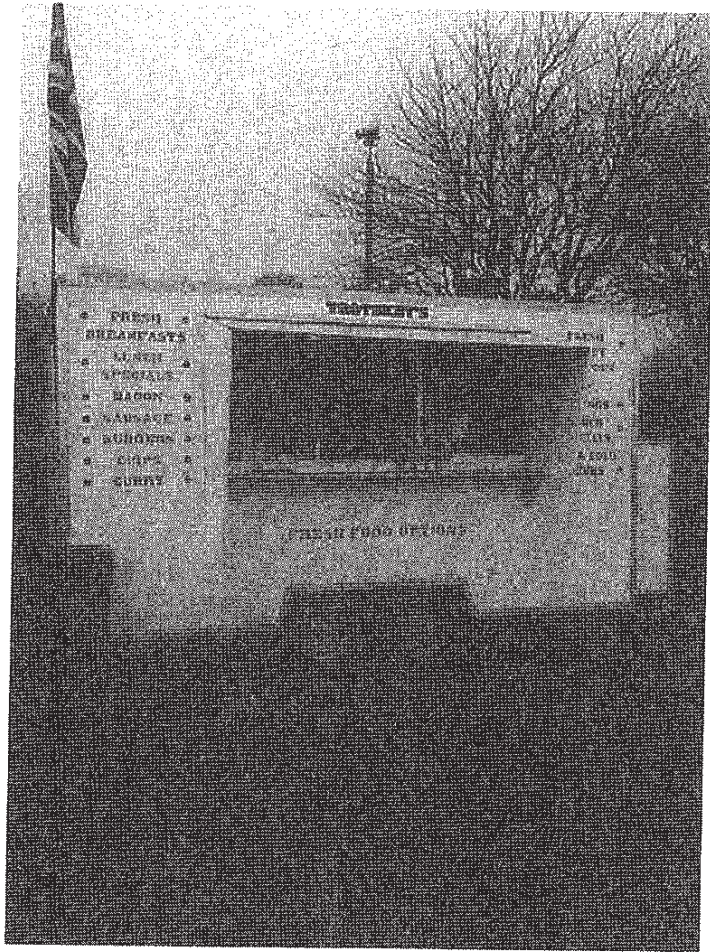
We will however endeavour to offer basic information / guidance.

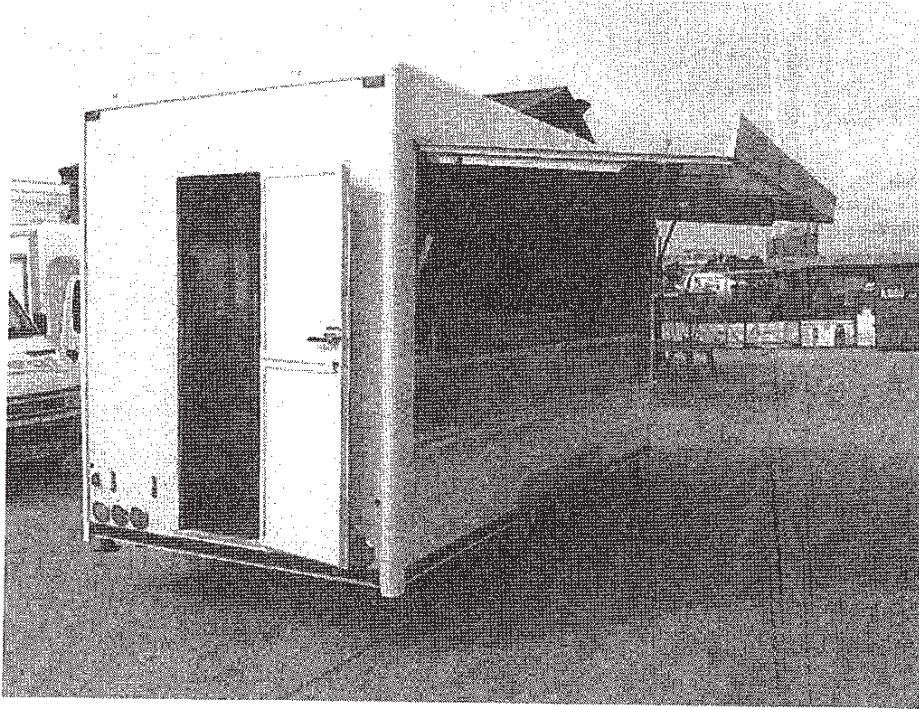
Should you require any legal assistance you must seek your own legal advice.

Stephen Lonnia
Head of Licensing
Sheffield City Council





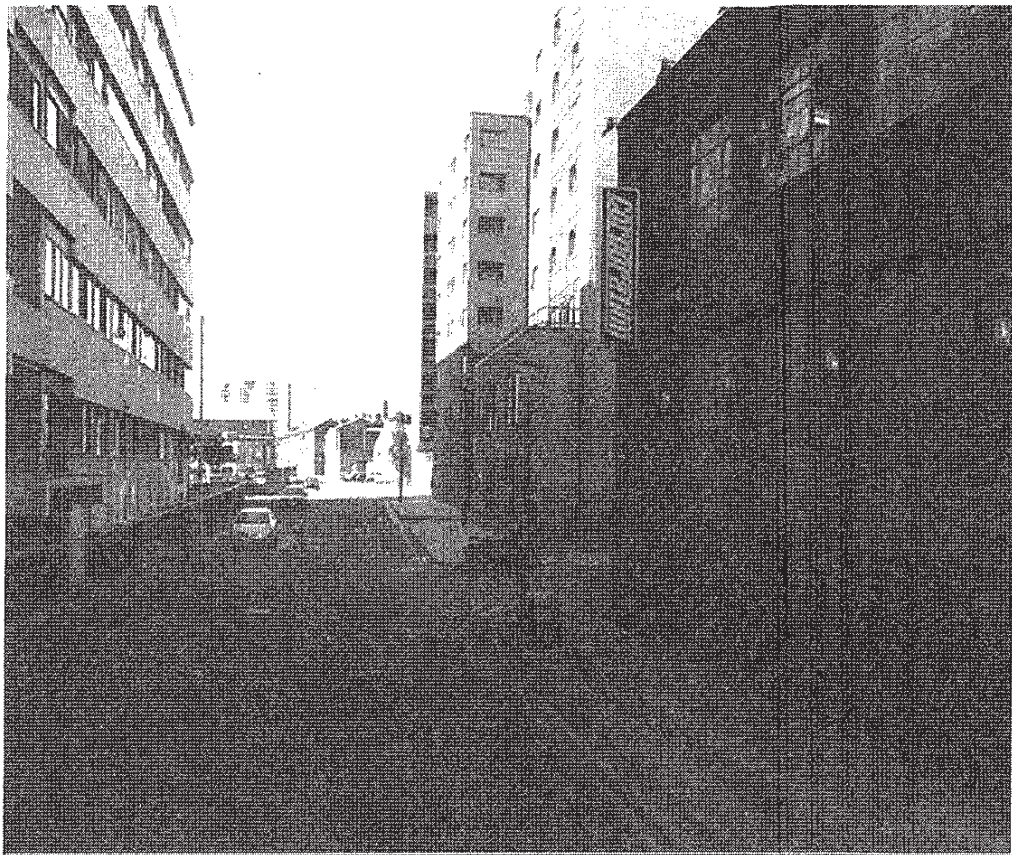




Google

Address Milton Street

Address is approximate



Google

Address Eldon Street / Milton Street

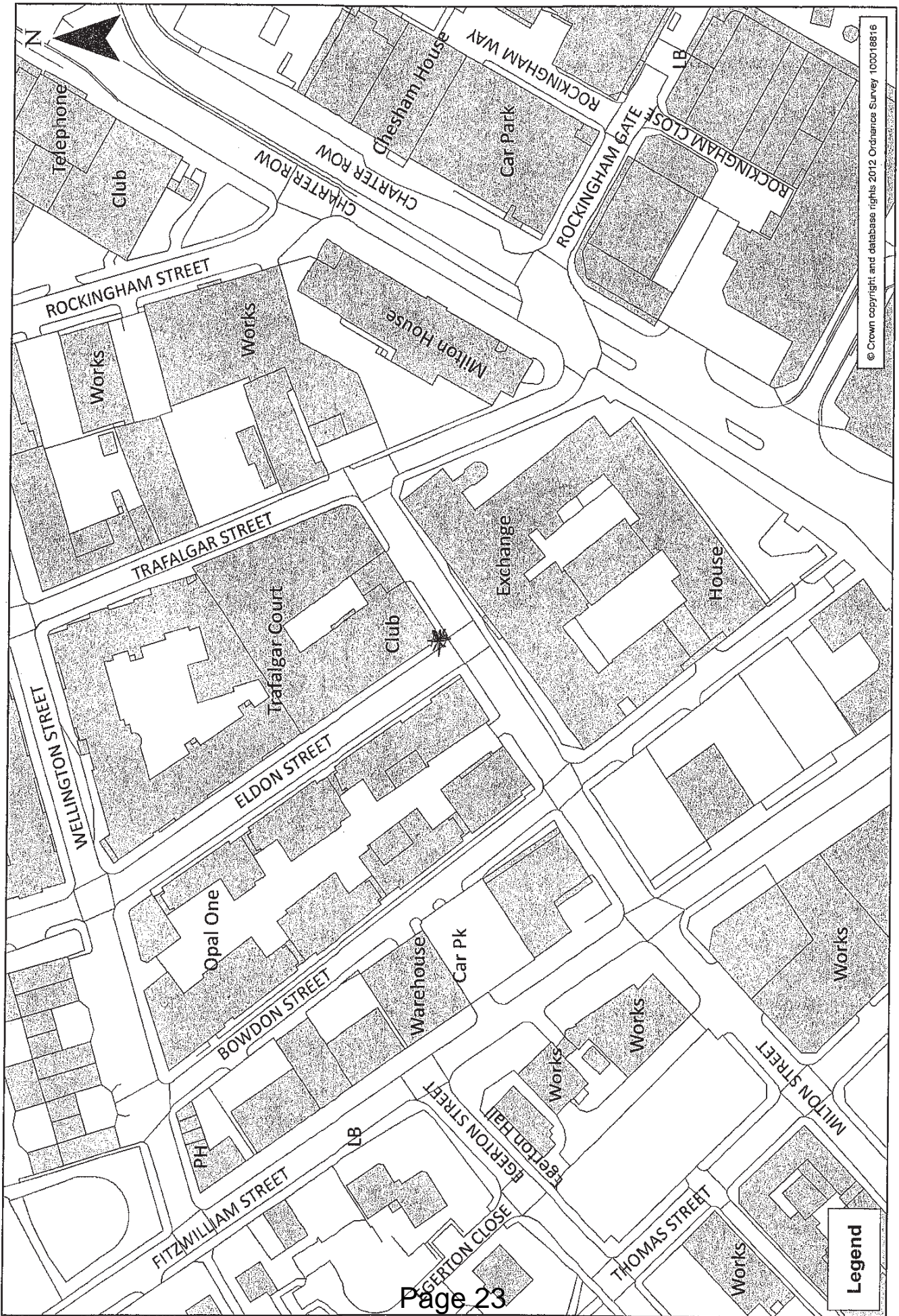
Address is approximate



Park on Pay & display

APPENDIX B

101700



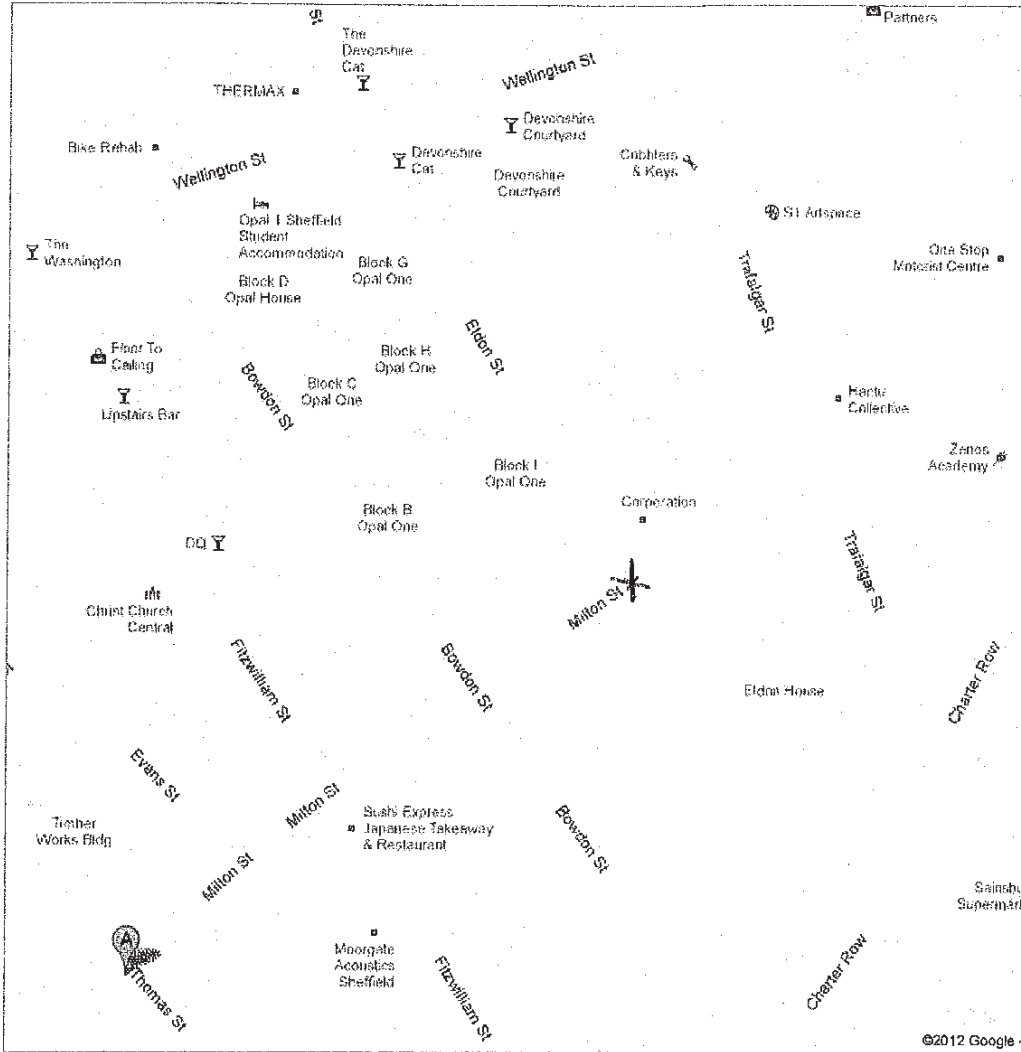
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Legend

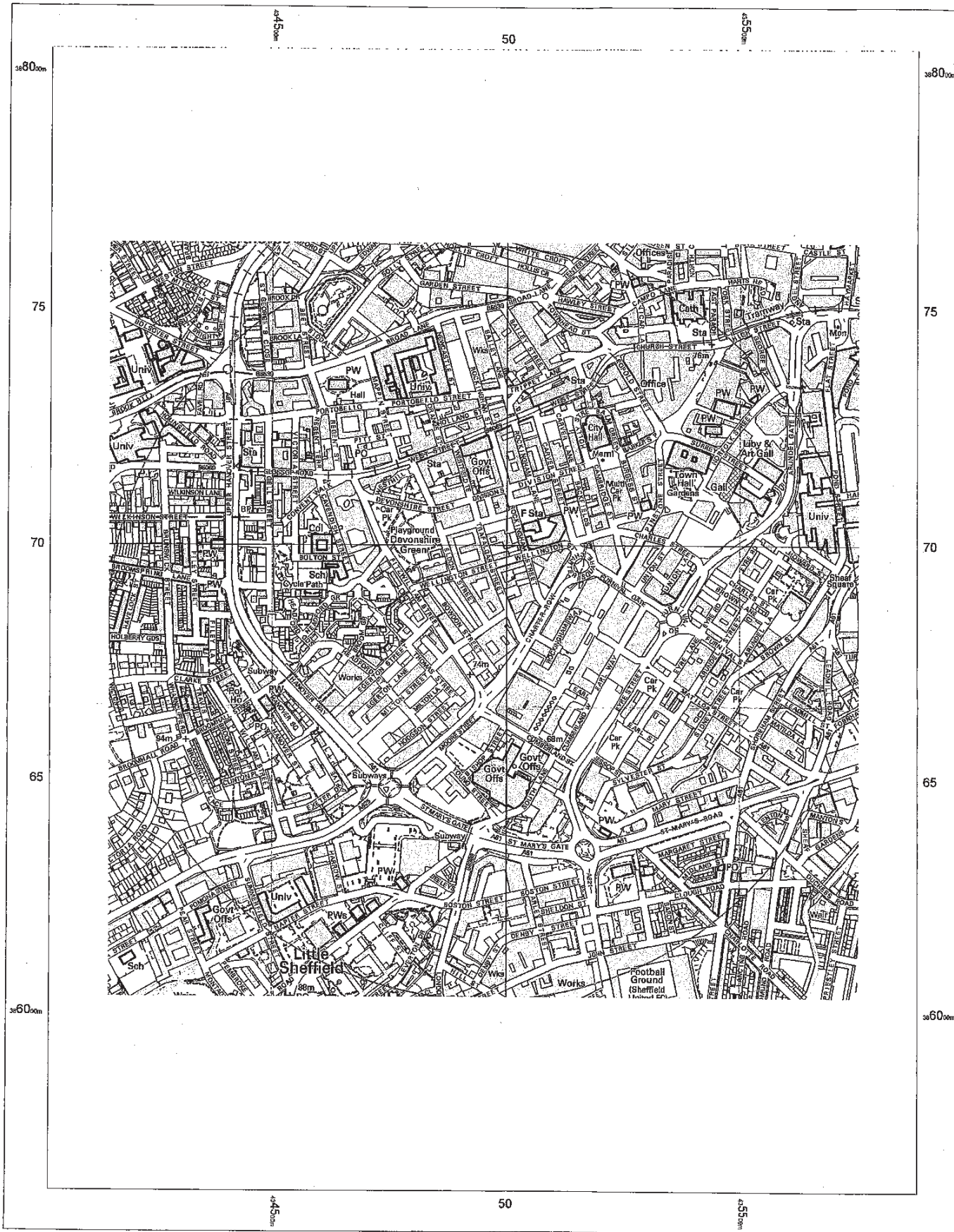


Google

Address Milton St
Sheffield, South Yorkshire, UK



ELDON ST



20



APPENDIX C

CITY WIDE STREET TRADING QUALITY SPECIFICATION

(This specification does not include the city centre)

UNIT DESIGN

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

Examples of acceptable designs include:

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

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

Environmental Health considerations of the unit design:

For Enclosed Food units:

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

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

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

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

- The applicant will need to demonstrate that:

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

DRESS

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

GENERAL

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

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

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

APPENDIX D



STREET TRADING

Notice is hereby given that:

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

By: **Mr Sandro Vashakidze**

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

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

Unit details:

The location: **Milton Street**



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

For full details and to view a copy of the application please contact the Licensing Service on 0114 2037752.

APPENDIX E

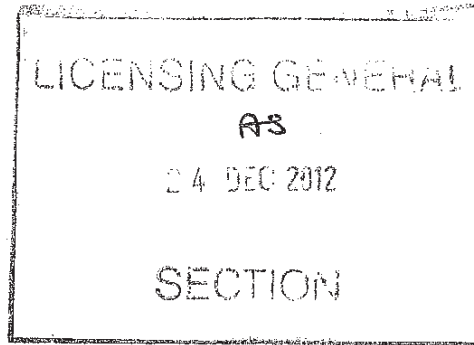
Corporation

TRAFALGAR COURT
MILTON STREET
SHEFFIELD S14JU
TEL (0114) 2760262

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

19.12.12

Dear Sir/Madam



Re: Static Street Trading Application

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

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

Corporation

TRAFALGAR COURT
MILTON STREET
SHEFFIELD S14JU
TEL (0114) 2760262

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

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

Kind regards



Mark Hobson

Managing Director

CC: Irwin Mitchell

APPENDIX F

SHEFFIELD CITY COUNCIL

LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982 Street Trading – Milton Street

IMPORTANT: NOTIFICATION OF A COMMITTEE HEARING

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

LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982

LICENCE TYPE: Street Trading Consent

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


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

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

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

PLEASE NOTE:

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



Steve Lonnia
Chief Licensing Officer
Head of Licensing

Date: 31st January, 2013

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

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

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

SHEFFIELD CITY COUNCIL

LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982 Street Trading – Milton Street

IMPORTANT: NOTIFICATION OF A COMMITTEE HEARING

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

LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982

LICENCE TYPE: Street Trading Consent

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

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

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

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

PLEASE NOTE:

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



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

Date: 31st January, 2013

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

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

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

APPENDIX G

STREET TRADING CONSENT APPLICATION

SUB-COMMITTEE HEARING PROCEDURE

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

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

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

APPENDIX H

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

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

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

Dear Mr Vashakidze,

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

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

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

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

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

Regards

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



South Yorkshire Fire & Rescue

WORKING FOR A SAFER
SOUTH YORKSHIRE

Sheffield Technical Fire Safety
197 Eyre Street
Sheffield
S1 3FG

James Courtney
Chief Fire Officer & Chief Executive

Date: 21/12/2012

Your Ref:

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

This matter is being dealt with by: Mr K Harrison

Tel Direct line: 0114 2532382

Email: kharrison@syfire.gov.uk

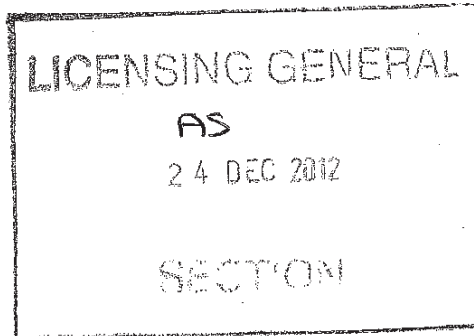
Fax Direct line: 0114 2532888

Website: www.syfire.gov.uk

Tel: 0114 2727202

Fax: 0114 2532888

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



Dear Sir/Madam

LEGISLATION:

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

USE OF PREMISES:

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

PREMISES:

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

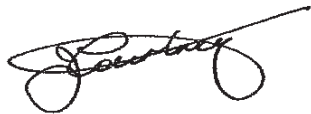
Your application for street trading will be considered to be satisfactory by South Yorkshire Fire and Rescue provided the following factors are taken into account when siting your vehicle:

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

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

Yours faithfully



Chief Fire Officer

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

Data Protection Act 1998

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

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



THE CHIEF FIRE OFFICERS' ASSOCIATION

The professional voice of the UK fire and rescue service

Fire Risk Assessment - Traders and Market Stalls

Name of Unit / Stall

Contact No. on site

Location on site

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

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

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

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

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



THE CHIEF FIRE OFFICERS' ASSOCIATION

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Fire Risk Assessment - Food Concessions

Name of Unit / Stall

Contact No. on site

Location on site

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

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

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

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

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

- | | | | |
|--|---|-----|----|
| 13. Where necessary, are there sufficient directional signs indicating the appropriate escape route and do they comply with current regulations? | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 14. Are the exits maintained available, unobstructed, and unlocked at all times the unit is in use. | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 15. If you intend to trade during the hours of darkness, do you have sufficient lighting inside and outside your unit? | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 16. If the normal lighting failed would the occupants be able to make a safe exit?
<i>(Consider back up lighting)</i> | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 17. Do you have an adequate number of fire extinguishers/fire blankets available in prominent positions and easily available for use? | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 18. Has the fire-fighting equipment been tested within the last 12 months?
<i>Note: a certificate of compliance will normally be required</i> | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 19. Have staff been instructed on how to operate the fire-fighting equipment provided? | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 20. Have your staff been made aware of what to do should an incident occur, how to raise the alarm, evacuate the unit and the exit locations? | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 21. Have staff been adequately trained for the type and fuel source of any supplied portable generator?
<i>Note: Petrol driven portable generators are not generally recommended.</i> | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 22. Have you identified all ignition sources and ensured that they are kept away from combustible materials? | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 23. Have you identified combustible materials that could promote fire spread beyond the point of ignition such as paper/cardboard, bottled LPG, etc. and reduced the risk of them being involved in an incident? | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 24. Do you have sufficient refuse bins, and do you ensure that all refuse is disposed of correctly, out of reach of the public? | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 25. If any staff sleep in the stall is there a working smoke detector and a clear exit route at night? <i>Note : Persons should not be allowed to sleep within a high risk area and some Authorities and events do NOT allow any sleeping within units</i> | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes | No | | |

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

Continue on separate sheet if necessary

Stallholder / Responsible Person :	Signature	Print Name	Date
Designation :			
Company :			

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