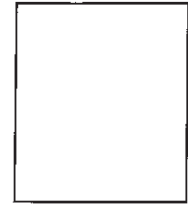




SHEFFIELD CITY COUNCIL Committee Report



Report of: Chief Licensing Officer, Head of Licensing

Date: 26th September 2013 - 10am

Subject: Street Trading
Static Application and Football Application

Author of Report: Shimla Finch – 203 7752

Summary: To consider two applications for a static and football street trading consent to trade outside unit 2 Claywheels Lane, Sheffield.

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

Background Papers: Attached
Street Trading Policy

Category of Report: OPEN

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

Street Trading – Static and Football Applications

Site: Outside Unit 2 Claywheels Lane, Sheffield

1.0 PURPOSE OF REPORT

- 1.1 To consider two applications for a static and football street trading consent to trade outside unit 2 Claywheels Lane, Sheffield.

2.0 INTRODUCTION

- 2.1 The Council have power under the provision of the 1982 Act to regulate street trading in the city.
- 2.2 A Street Trading Consent is required to trade on any street (which includes roads, footways, forecourts, or other areas to which the public have access) within the Sheffield City Boundary.
- 2.3 The Licensing Committee at it's meeting of 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 - (c) all previous designations in relation to street trading will be rescinded as a result of the designation set out above.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.
- 2.7 A copy of the Council's Street Trading Policy is available via the following link;
<https://www.sheffield.gov.uk/business-economy/licensing/general-licensing/retail/street->

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

3.0 THE APPLICATION

3.1 A static application has been submitted by Ms Fay Mullen and Ms Lynn Egley on the 30th July 2013. The application proposes to trade outside unit 2 Claywheels Lane to sell hot and cold food and drinks Monday to Saturday 7am to 2pm. A copy of the static application is attached at Appendix 'A'.

3.2 A football street trading application has also been submitted by the applicants for the same site on the 5th August 2013. A copy of this application is attached at Appendix 'B'.

3.3 A copy of the site plan is attached at Appendix 'C'.

4.0 REASONS FOR REFERRAL

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

5.0 BACKGROUND

5.1 The application was circulated, in the usual manner, to South Yorkshire Police, South Yorkshire Fire and Rescue, Highways and Planning. Notices were erected by Licensing Officers at the site advertising the application and notice was also given to shops and anyone that might be affected by the applications within the immediate vicinity.

5.2 During the consultation of this application an objection has been received from a local business concerning both applications which is attached at Appendix 'D'.

5.3 The objection refers to factors specified in 2.8 of Sheffield's street trading policy in considering applications for grant or renewal.

5.4 Members are to refer to section 2.8 of the policy in consideration of the objection and in particular to the following bullet points under that section:

- **Public Safety / Highway**

- (a) Whether the street trading activity represents or is likely to represent a substantial risk to the public from the point of view of obstruction, fire hazard, unhygienic conditions or danger that may occur when a trader is accessing the site;

- (b) Whether there is sufficient space in the street for the applicant to engage in the trade in which he/she is proposing without causing undue interference or inconvenience to other persons using the street;

- (d) Whether the location and operating times will be such that the highway can be maintained and that there are no dangers to those who have a right to use the highway and no obstruction for emergency services.

- **Avoidance of Public Nuisance**

- (b) Whether the granting of the application is likely to give rise to nuisances or loss of amenity caused by noise, odour, litter, disturbance or anti social behaviour;

- **Environmental credentials**

- (a) Whether there is a negative impact of the proposed operation on the local environment including street surfaces and materials, power supply, carbon footprint, supply chain, packaging, waste minimisation, waste disposal and waste created by customers. Mitigating measures to minimise the environmental impact of the proposed operation will be taken into account.

- **Traders**

- (a) Whether the traders in hot or cold food hold a current Level 2 Food Hygiene Certificate;
- (b) Whether the granting of a consent for the sale of goods would conflict with those provided by nearby shops or cafes providing similar services;
- (c) Whether the trading in a particular location will conflict with concessions granted to other existing street traders;
- (d) Whether the quality of the goods to be sold and the hours and days for which it is intended to trade are suitable.

- **Objections**

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

5.5 Comments have also been received from the Highways department of Sheffield City Council which is attached at Appendix 'E'.

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

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

6.0 FINANCIAL IMPLICATIONS

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

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

7.0 RECOMMENDATIONS

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

8.0 OPTIONS OPEN TO THE COMMITTEE

- 8.1 To grant one or both applications in the terms requested.
- 8.2 To grant both applications with amendments to the static application.
- 8.3 To defer the matter on one or both applications for further consideration.
- 8.4 To refuse one or both applications.

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

6th September 2013

APPENDIX 'A'

Rec No: 28582

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).

30 JUL 2013

A. THE APPLICANT(S)

Table with 4 columns: Question, 1st Applicant (Mr/Mrs/Miss/other), 2nd Applicant (Mr/Mrs/Miss/other). Rows include: Q1 Full name(s) of the applicant (FAY MULLEN, LYNN Egley), Q2 Applicant(s) permanent private address (redacted), Q3 Date of birth (redacted), Q4 Nationality and place of birth (BRITISH / SHEFFIELD, BRITISH SHEFFIELD), Q5 National Insurance No. (redacted), Q6 Do you have the legal right to work and live in the UK? (YES/NO, YES/NO), Q7 Have you ever been refused a street trading consent in this or any other area? (YES/NO, YES/NO), Q8 Telephone No (redacted), Q9 Email address (redacted).

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

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

C. THE UNIT / VEHICLE

Q16	Description of unit / vehicle to be used	20 Foot coloring trailer (static)
Q17	Registration number (if applicable)	
Q18	Date of first registration (if applicable)	
Q19	Last MOT and service (if applicable)	
Q20	Size of vehicle	Height: 10FE Width: 7FE Length: 20FE
Q21	Does the vehicle meet the qualitative criteria? Your vehicle will be inspected prior to granting a consent.	YES

D. TRADING DETAILS

Q22	Details of site to be occupied	UNIT PRIVATE LAND
Q23	Location of pitch: (include site plan to scale)	UNIT 2 CLAYWHEELS LANE WALSLEY BRIDGE SHEFFIELD

Q24	Is this private land?	YES
Q25	If private, who owns the land and have you obtained consent from them to use the land to trade?	Richard Bannister CONSENT GIVEN
Q26	Items to be sold	HOT + COLD FOOD HOT + COLD DRINKS
Q27	Specify days of trade	Mon - Sat
Q28	Specify times of trade (use 24 hours clock e.g. 10:00 to 16:00 hours)	7am - 2pm
Q29	Highways comments attached?	YES
Q30	Planning comments attached?	

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 [] <input checked="" type="radio"/> No []		
	If the answer is Yes please give full details below:	Applicant 2 Yes [] <input checked="" type="radio"/> 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)

Appropriate fee (if short term) or non refundable fee of £100	✓
Your current passport	✓
Your current drivers licence	N/A
One other proof of identity, showing your name and current address (recent utility bill, bank statement etc)	✓
Right to work documentation (if applicable)	N/A
Two colour (recent and identical) passport size photographs signed and dated on the reverse as a true likeness.	✓
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. An additional map to scale showing its proximity to other similar retail outlets within an 800 metre radius.	✓
Photographs of the vehicle / unit showing front, side and rear.	NA Small
Confirmation in writing that you have consulted with the Highways Department	via email
Confirmation in writing that you have consulted with the Planning Department	✓
Details of any food hygiene qualifications (unless trading in non food items)	✓
If trading in food, confirmation that the business has a food hygiene score rating of 3 or more.	
Confirmation that your vehicle meets the quality criteria	✓
Any further information you may wish to submit in support of your application	

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

(tick if enclosed with this application)

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

G. DECLARATION



WARNING

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

"Any person who, in connection with an 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:  Print name: <u>FAY MULLEN</u> Date: <u>30 June 13</u> Capacity: <u>CATERER / FOOD</u>
Applicant 2 Signature:  Print name: <u>LYNN EGLEY</u> Date: <u>30th JUNE 13</u> Capacity: <u>CATERER / FOOD</u>

Please read these notes before completing the application form.

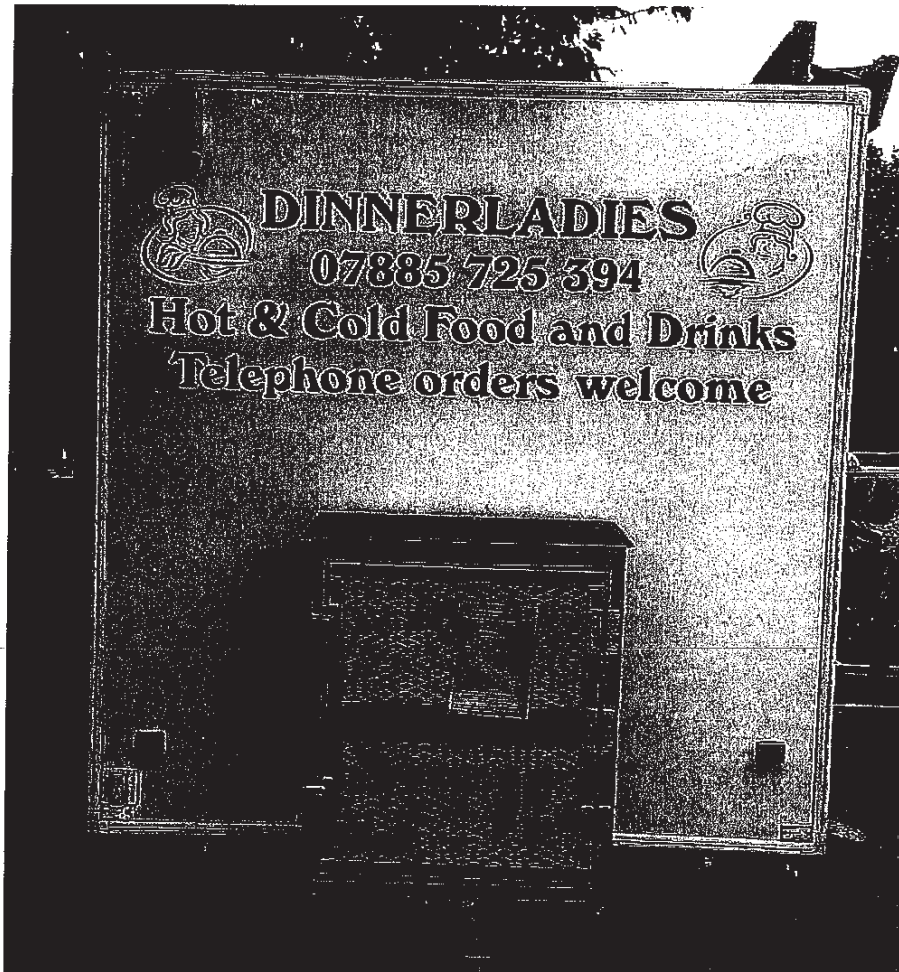
- If there is insufficient room on this form to fully answer the questions; or if you wish to make any further statement in support of your application, please do so on a separate sheet of paper attached to this form.
- None of the information which you supply on (or with) this form will be treated as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







This is to certify that

Fay Mullen

Has been awarded the

**Level 3 Award in Supervising Food Safety in
Catering
500/5483/1**

PASS

*Date of Award
08 September 2010*



Christopher Suter
Director of Qualifications



172944 080910



00152270



Advanced Food Safety

L I M I T E D

NATIONAL FOOD SAFETY CONSULTANTS AND TRAINERS

CPD CERTIFIED
 Lynn Egley
 has completed the
ALLSAFE
 Food Hygiene and Health & Safety
 Induction Programme
 at a level of
 All Induction courses set a level
 Issued on this day 23rd May 2011

Russell Parry FRSPH
On behalf of
Advanced Food Safety Limited

CPD
CERTIFIED
The CPD Certification
Service



ALLSAFE® Distance Learning



7th October 2012

Reference Letter - Fay Mullen

To Whom it may concern

Dear Sir / Madam,

In my position of Operations Director with Optima Catering Ltd along with 25 years experience in the catering industry I am writing to you with reference to my employee Fay Mullen whom I employed over 4 years ago and have been able to personally develop in to an extremely efficient, hard working chef manager with an aptitude to succeed.

Fay Has successfully organized the catering department in to an extremely efficient and successful facility keeping customer interest constantly with theme days and offers. Her quality of cooking skills and presentation is excellent.

Fay has headed the successful rebuilding of the catering department with constant success in the completion of audits by Marks and Spencer's , Tesco's and many other external companies with great aptitude.

Fay Handles staff issues effectively and is well liked by everyone that meets her and her attitude and flexibility towards customers is second to none.

Fay communicates efficiently with clients, staff and myself and is always ahead of the game.

Her administration skills are of a good standard and has been trained efficiently on Food safety management systems(HACCP), Risk assessment , Health and safety , Coshh , Food Hygiene. A 4 star hygiene rating from Sheffield council also 3 years running from a previous 2 star.

Overall a member of staff that has developed in to a key member of the team and one that is employable in any catering establishment in any key management roll.

If you require any further information please do not hesitate to contact me.

Yours sincerely

David Coleman – Operations Director

APPENDIX 'B'

Local Government (Miscellaneous Provisions) ¹⁹⁸² Act 1982

Application for a
FOOTBALL Street Trading Consent

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

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

A. THE APPLICANT(S)

		1 st Applicant (Mr/Mrs/Miss/other)	2 nd Applicant (Mr/Mrs/Miss/other)
Q1	Full name(s) of the applicant	FAY MULLEN	LYNN EGLEY
Q2	Applicant(s) permanent private address	[REDACTED]	[REDACTED]
Q3	Date of birth	[REDACTED]	[REDACTED]
Q4	Nationality and place of birth	BRITISH (Sheffield)	C of E Sheffield.
Q5	National Insurance No.		
Q6	Do you have the legal right to work and live in the UK?	<input checked="" type="radio"/> YES / <input type="radio"/> NO Details:	<input checked="" type="radio"/> YES / <input type="radio"/> NO Details:
Q7	Have you ever been refused a street trading consent in this or any other area?	<input type="radio"/> YES / <input checked="" type="radio"/> NO Details:	<input type="radio"/> YES / <input checked="" type="radio"/> NO Details:
Q8	Telephone No	[REDACTED]	[REDACTED]
Q9	Email address	[REDACTED]	[REDACTED]

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

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

C. THE UNIT / VEHICLE

Q16	Description of unit / vehicle to be used	CATERING TRAWLER
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 stadia applying for. Tick as appropriate:	<input type="checkbox"/> Sheffield United Football Club or <input checked="" type="checkbox"/> Sheffield Wednesday Football Club
-----	--	--

Q23	Location / details of pitch: (include site plan to scale)	UNIT 2 CLAY WHEELS LANE SHEFFIELD
Q24	Is this private land?	YES
Q25	If private, who owns the land and have you obtained consent from them to use the land to trade?	RICHARD BANNISTER 31 MOOWEN YES
Q26	Type of application	<input checked="" type="checkbox"/> Hot and cold food and drinks or <input type="checkbox"/> Memorabilia
Q27	Specify items to be sold	HOT + COLD FOOD + DRINK
Q28	Highways comments attached?	YES
Q39	Planning comments attached?	YES

E. CONVICTIONS / CAUTIONS

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

F. CHECK LIST

The following documents must be attached with this application:

(tick)

The appropriate fee	✓
Your current passport	✓
Your current drivers licence	N/A
One other proof of identity, showing your name and current address (recent utility bill, bank statement etc)	✓
Right to work documentation (if applicable)	N/A
Two colour (recent and identical) passport size photographs signed and dated on the reverse as a true likeness.	✓
If trading from private land, written confirmation from the landowner	✓
A detailed ordnance survey map showing the location of the site you are applying for	✓
Photographs of the vehicle / unit showing front, side and rear.	?
Confirmation in writing that you have consulted with the Highways Department	✓
Confirmation in writing that you have consulted with the Planning Department	✓
Details of any food hygiene qualifications (unless trading in non food items)	✓
Confirmation that your vehicle meets the quality criteria	✓
Any further information you may wish to submit in support of your application	✓

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

(tick if enclosed with this application)

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

G. DECLARATION

WARNING



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

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

I / We,

- declare that all the information I have given in this application is complete and correct:
- declare that I am over 17 years of age (in cases of individual applicants)

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

	Applicant 1 Signature:  Print name: <u>RAY MULLON</u> Date: <u>5/AUG</u> Capacity: <u>OWNER</u>
	Applicant 2 Signature:  Print name: <u>LYNN EGLEY</u> Date: <u>5/AUG</u> Capacity: <u>CO OWNER</u>

Please read these notes before completing the application form.

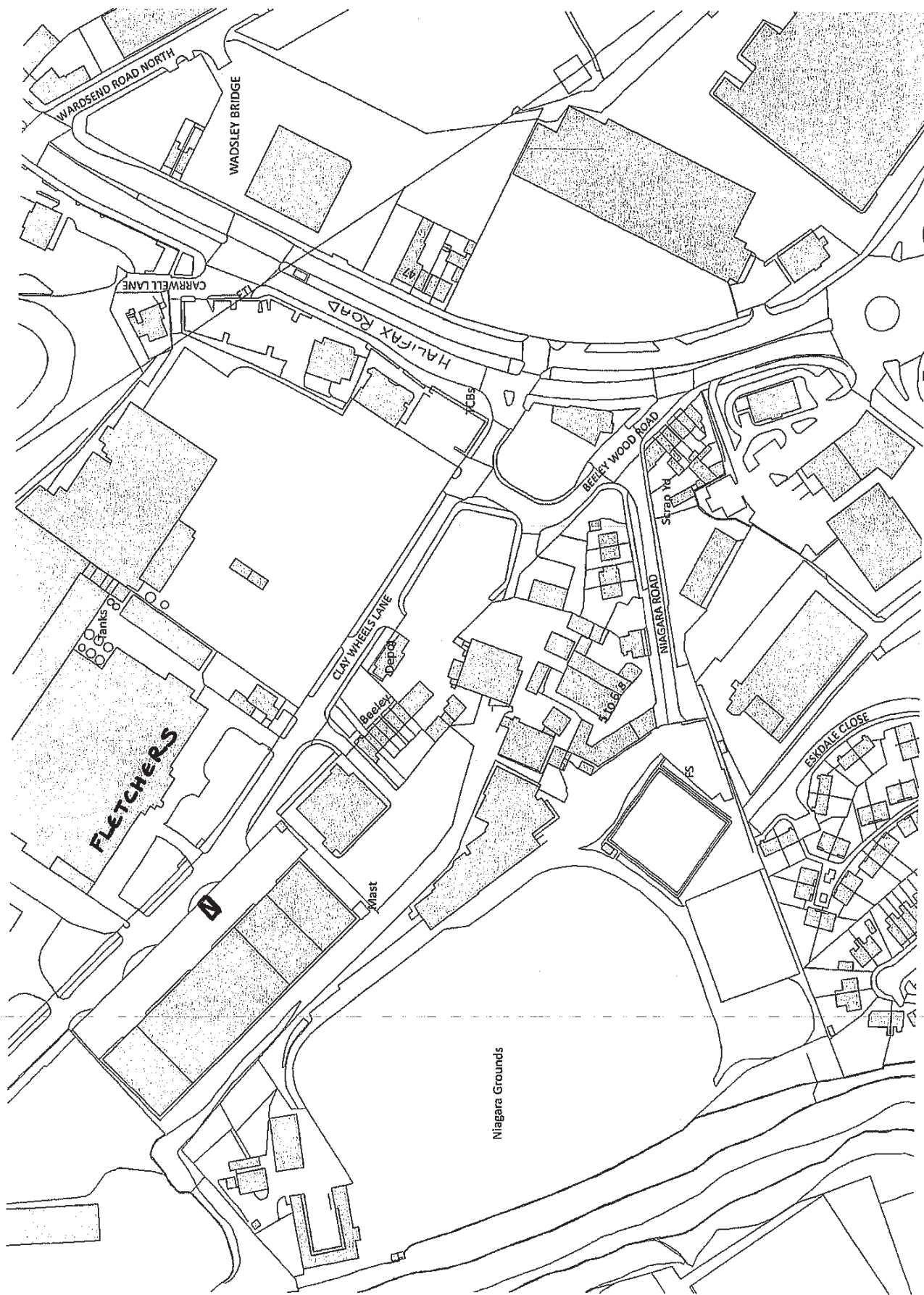
- If there is insufficient room on this form to fully answer the questions; or if you wish to make any further statement in support of your application, please do so on a separate sheet of paper attached to this form.
- None of the information which you supply on (or with) this form will be treated as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

APPENDIX 'C'



APPENDIX 'D'

SHEFFIELD CITY COUNCIL

Sheffield
City Council



Local Government (Miscellaneous Provisions) Act 1982
Street Trading – Outside Unit 2 Claywheels Lane,

An application has been submitted to Sheffield City Council for a static street trading consent at the above named site:

By: Ms Fay Mullen & Lynn Egley
To trade: Hot and Cold Food and Drink
On: Monday - Saturday: 07:00 - 14:00

As a local business/person that could potentially be affected by the siting of this vendor, we would like to consult with you to gain your opinion.

Please refer to the attached information - you will note the proposed location of the consent and details of the proposed vehicle.

I would be grateful if you would take a couple of minutes to write any comments below.

If it is more convenient for you, you are welcome to submit your comments by email to general.licensing@sheffield.gov.uk. Please ensure all your details and all the traders' details are included in your message.

Any comments you have regarding this application must be received by the Licensing Service by 27th August 2013.

If you have any queries, please contact The Licensing Service on 0114 2037752.

Company/name and address: FLETCHERS BAKERY
Form completed by (please print): [REDACTED] HR 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)

Comments: PLEASE SEE ATTACHED SHEET

Signed: [REDACTED] Date: 22.8.13

Position in company: HR MANAGER

Applicant: Ms Fay Mullen
Proposed Location: Outside Unit 2 Claywheels Lane,

Street Trading – Outside Unit 2 Claywheels Lane

By: Fay Mullen & Lynn Egley

To Trade: Hot and Cold Food and Drink

On: Monday – Saturday: 07:00 – 14:00

Background

Both Fay Mullen and Lynn Egley are ex employees of Optima Catering which is the company who operate the canteen facility at Fletchers Bakery. Our canteen opens from 7.00am to 2.00pm Monday to Saturday.

Fletchers Bakery employ up to 500 people and produce morning goods and confectionary under supermarkets own label and also into foodservice. As you can image we have extremely high hygiene standards on site to meet out customers requirements. One area where we are regularly audited by our customers is the canteen area.

Concerns

Traffic/Road Safety

- The Hot and Cold Food Van is located directly opposite our main entrance where large HGV vehicles are turning to enter and leave site. Vehicles which stop or park on the road in this area to purchase items from the food van could would cause a major obstruction and hinder the safe entry and exit of large vehicles on to and off of our site.
- On weekdays we can have between 60 and 90 HGV vehicles and over 150 cars enter and exit our site on a daily basis (i.e. between 120 and 180 HGV movements and over 300 car movements)
- Cars stopping on the road next to the Hot and Cold Food Van would force traffic on to the opposite side of the road which will cause accidents on this busy road.
- The Hot and Cold Food Van trade will cause disruption particularly as the whole road network is going to undergo major redevelopment as a result of the new Sainsbury store being built on Claywheels Lane.
- Safety of our employees crossing busy road to obtain food in their breaks.
- On days when Sheffield Wednesday play at home the away coaches will park down Claywheels Lane. As the Hot and Cold food van will be open until 2pm they will catch some early way fans trade. Football fans will congregate around the Hot and Cold Food Van (as they did when Sheffield Wednesday played Glasgow Rangers last month and the van traded without a licence) This caused issues for vehicles in general driving along the road and for large vehicles trying to enter and exit our site as some football fans would not move

off the road. On this occasion fans were attempting to enter our premises and we had to lock our pedestrian entrance and call extra security guards in to work to secure our site which added cost in to our business.

Pest Control

- It is inappropriate to have a Hot and Cold Food Van opposite a food manufacturing site as they will have no formal pest control but they will inevitably attract pests. This increases the risk of pests on our site (e.g. flies / rats / mice etc) and an increased cost to our business to manage this.
- Increased litter in the area and increased cost for our business to clear this litter.

Allergen Control

- No Allergen controls by the Hot and Cold Food Van.
- We are a nut free site and we operate a high level of controls to ensure that our products are nut free and that the end consumer can eat our products with confidence. Protein from nuts can be passed on easily and if a person has a serious nut allergy they could have a severe anaphylactic shock even if the slightest of nut protein is found in our product. This could result in loss of life for the individual and be catastrophic for the business.

Food Safety Requirements (Fletchers Bakery and our Major Retail Customers)

- Ms Mullen and Mrs Egley will only have to reach level 3 food safety. Our canteen is at level 5 and we also have to pass regular audits from BRC, Tesco, M&S and other professional auditing companies.
- We have a comprehensive HACCP system in place and check our products have been delivered to site under the correct control measures and they are rejected if the required control measures have not been met. This will not be in place at the hot and cold food van and therefore could put our employees and business at risk.
- Weekly samples are sent to the labs checking for different bacteria's (e.g. staphylococci / campylobacter / salmonella etc) to ensure products and equipment are safe to use. This will not be in place at the hot and cold food van and therefore could put our employees and business at risk.
- Lack of food safety control with the products our employees could eat on a regular basis may result in members of our workforce becoming unwell and any food poisoning bacteria could be carried into our factory and ultimately passed on to the products on the supermarket shelves, thus jeopardising our business and the livelihoods of everyone who works here.
- Our customers require that we have site captive footwear i.e. safety shoes worn on our shop floor are not to be worn off site. Employees will be

encouraged to breach this policy and leave site during breaks in site safety footwear. This would result in increased risk of product contaminants on site, increased customer complaints and reduced customer confidence.

Employment Issues

- Employees will be encouraged to leave site at unauthorised times or wearing site captive PPE, potentially jeopardising their employment.
- Loss of trade to the site canteen would result in Optima closing this resulting in 4 compulsory redundancies.

APPENDIX 'E'

Anderson Anne (CEX)

From: Turner Paul (DEL-H/Way Regs)
Sent: 01 August 2013 09:20
To: Anderson Anne (CEX)
Cc: highways@sheffield.gov.uk; 'DGill@syfire.org.uk'; planningdc@sheffield.gov.uk; 'Sheffield.Liquor-Licensing@southyorks.pnn.police.uk'
Subject: FW: New Static Street Trading Application - Claywheels Lane
Attachments: DOC310713-31072013110325.pdf

Anne

Provided that the applicant intends to trade from well within the private land of unit 2 at Claywheels Lane then the Highway Authority has no basic objections. It is noted that there are a considerable number of Traffic Regulation Orders (yellow line parking restrictions) on much of Claywheels Lane. This clearly isn't an problem for local customers and if passing customers park within the private land then this should not be an issue. However, it is unlikely that drivers of large vehicles would be able to access the car park so there could be a tendency for them to park on the double yellow lines. Apart from potential parking offences being committed in the immediate term this may present further issues as the area becomes more developed.

The above could be said for some of the catering trailers who operate from retail car parks such as Wickes and B and Q. They do not present problems but the car parks there are quite large, enabling easy access.

Regards, Paul.

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

APPENDIX 'F'

SHEFFIELD CITY COUNCIL

LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982

Street Trading – Static and Football Applications

IMPORTANT: NOTIFICATION OF A COMMITTEE MEETING

To: Ms Lynn Egley

LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982

LICENCE TYPE: Street Trading Consent – Football and Static applications
Outside Unit 2 Claywheels Lane, Sheffield.

I refer to the above and your applications for the grant of static street trading consent and a football street trading consent.

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

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

The meeting in respect of the application will take place on **Thursday, 26th September 2013** in a Committee Room of the Town Hall, Sheffield, S1 2HH (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.



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

Date: 6th September 2013

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

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

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

SHEFFIELD CITY COUNCIL

LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982

Street Trading – Football and Static applications

IMPORTANT: NOTIFICATION OF A COMMITTEE MEETING

To: Ms Fay Mullen

LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982

LICENCE TYPE: Street Trading Consent – Football and Static applications
Outside Unit 2 Claywheels Lane, Sheffield.

I refer to the above and your applications for the grant of static street trading consent and a football street trading consent.

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

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

The meeting in respect of the application will take place on **Thursday, 26th September 2013** in a Committee Room of the Town Hall, Sheffield, S1 2HH (Pinstone Street entrance) and you are invited to attend at **10:00 am**.

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Steve Lonnia
Chief Licensing Officer
Head of Licensing

Date: 6th September 2013

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

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SHEFFIELD CITY COUNCIL

LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982

Street Trading – Football and Static Applications

IMPORTANT: NOTIFICATION OF A COMMITTEE MEETING

To: The Objector

LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982

LICENCE TYPE: Street Trading Consent – Football and Static applications
Ms Fay Mullen and Ms Lynn Egley - Outside Unit 2 Claywheels Lane,
Sheffield.

I refer to the above applications received for the grant of a static and football street trading consents.

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

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

The meeting in respect of the application will take place on **Thursday, 26th September 2013** in a Committee Room of the Town Hall, Sheffield, S1 2HH (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.

Steve Lonnia

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

Date: 6th September 2013

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

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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.