

OXFORD CITY COUNCIL

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

STREET TRADING CONSENT - ACCEPTANCE FORM

I wish to accept the Street Trading Consent and schedule of payment set out in this acceptance form to trade at the location specified below. I also accept the General Conditions attached to this particular consent.

Site known as: Street Trading Site 16 Outside No 32
St Ebbe's Street
Oxford

Period: From 1st April 2014 to 31st March 2015

Trading in: Hot Food and Soft Drinks

Fees: From 01.04.2014 to 31.03.2015 - £7,640

Payment period is 01/04/2014 until 30/06/2014
Payment of £1,910 is payable on or before 01/04/2014

Payment period is 01/07/14 until 30/09/14
Payment of £1,910 is payable on or before 01/07/14

Payment period is 01/10/14 until 31/12/14
Payment of £1,910 is payable on or before 01/10/14

Payment period is 01/01/15 until 31/03/2015
Payment of £1,910 is payable on or before 01/01/15

Payment can be made by Direct Debit or by using the barcode invoice system at a Post Office or Paypoint. We also accept payment via debit or credit card (please note a 1.5% surcharge will apply if payment is made by credit card) either via the payment line 01865 25 2609 (option 5) or over the phone in the incomes section. Payment can also be made online via the Council's website. www.oxford.gov.uk/payments

Signed.....

Date... 10/03/2014

Name: Abdul Monaf Ali
Address:

Please sign and return this form to Oxford City Council, Environmental Development, Miscellaneous Licensing, St Aldates Chambers, 109 St Aldates, Oxford, OX1 1DS or alternatively scan and email to street_trading@oxford.gov.uk

Environmental Development

St. Aldate's Chambers, 109 St Aldate's, Oxford OX1 1DS

Switchboard: 01865 249811

Fax: 01865 252344

www.oxford.gov.uk



LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982 CERTIFICATE OF STREET TRADING CONSENT

Oxford City Council grant a Street Trading Consent to:

Consent Holder: Abdul Monaf Ali

Consent Number: 14/00281/STREET

Consent Issued: 17th March 2014

Valid From: 1st April 2014

Valid To: 31st March 2015

Fee: £7640

Vehicle/Stall Details: G144 WKJ (Mercedes)

Area/Site: Street Trading Site 16 outside No 32 St Ebbe's Street, Oxford

Permitted Trading Days and Hours:

Trading only between the hours of 18:30 and 03:00 Sunday – Thursday

Trading only between the hours of 18:30 and 04:00 Friday and Saturday

Articles Sold: Hot Food and Soft Drinks

This certificate of Street Trading Consent is issued subject to the standard street trading conditions and any other additional conditions attached to this certificate.

Possession of this document does not guarantee that the consent is in force. Its validity may be established by referring to the Councils Licensing Department.

Conditions of Consent are attached to this certificate.

Authorised Officer

Head of Environmental Development

STCONS



John Copple
Head of Service

General Conditions for Annual Street Trading Consents

1. No trading to which the attached consent relates shall take place except between the dates of 1st April 2014 to 31st March 2015.
2. The operational hours shall be:
Between the hours of 18:30 and 03:00 on Mondays
Between the hours of 18:30 and 03:00 on Tuesdays
Between the hours of 18:30 and 03:00 on Wednesdays
Between the hours of 18:30 and 03:00 on Thursdays
Between the hours of 18:30 and 04:00 on Fridays
Between the hours of 18:30 and 04:00 on Saturdays
Between the hours of 18:30 and 03:00 on Sundays
3. The street trading consent relates to the following area/site only: Street Trading Site 16, Outside number 32, St Ebbe's Street, Oxford.
4. The street trading consent relates to the following vehicle/stall only: G144 WKJ
5. Street trading can only be carried out from the stall or vehicle authorised under the conditions of the consent. Any changes to or replacement of the stall or vehicle must be approved by the Head of Environmental Development.
6. The Consent Holder shall comply with all statutes, statutory instruments and byelaws currently in force. Consent Holders must pay particular attention to the requirements of the Health & Safety at Work Act, 1974, the Food Safety (General Food Hygiene) Regulations 1995. Advice on these requirements is available from the Environmental Health Department. The Consent Holder shall not drive or park a vehicle on any part of a footway. (It is an offence to drive other than on a road)
7. The Consent Holder shall not be the cause of any nuisance or annoyance to any other user of the highway, the occupier of any land or building or the Oxford City Council. Consent Holders shall have special regard to and must take positive action to prevent excessive noise.
8. The Environmental Protection Act 1990 places a duty of care on businesses to dispose of waste originating from their trade in a certain manner. The Consent Holder shall ensure refuse originating from their trade is disposed of by a licensed waste carrier and shall leave the site clear of refuse at the completion of trading. No water or waste material shall be discharged on to the highway or any adjacent property. The Consent Holder shall ensure that the area in the vicinity of the stall/vehicle is kept clear of all refuse at all times.
9. Consent Holder's vehicle/stall shall be kept in a clean, safe and well maintained condition and be of a presentable appearance. The Street Trading Consent bearing the name of the consent Holder shall be

- displayed conspicuously on the stall/vehicle so that members of the public can clearly see it during hours of business.
10. The Consent Holder's vehicle shall be maintained in a roadworthy condition, taxed, insured and with a current MOT Certificate.
 11. The Consent Holder shall ensure that the stall/vehicle is positioned only in the allocated space (which may be marked on the ground) in the Consent Street for which the Street Trading Consent is issued. All goods shall be displayed on the stall and no freestanding racks or displays are permitted. If a Consent Holder or operator/assistant is requested to move the vehicle/stall by an authorised Council Officer or Police Officer they shall immediately comply with that request.
 12. The Consent Holder's stall shall not exceed 2.3 metres in height nor occupy an area greater than 2 metres x 1 metre.
 13. The Consent Holder must take adequate precautions to prevent the risk of fire at the stall or vehicle. All hot food vans/trailers are required to comply with current legislation on fire safety. Where gas cylinders are used an annual gas safety certificate is required to ensure the safety of all gas cooking and heating equipment. A serviceable fire blanket and a foam fire extinguisher shall be provided in all vehicles selling hot food.
 14. All hot food vans/trailers are required to carry a basic first aid kit. The Consent Holder and others operators should know how to give first aid to treat victims of burns and cuts. All hot food vans should have access to a minimum of one mobile phone that must be serviceable at all times.
 15. All staff involved in the preparation of food shall hold a current Level 2 food safety certificate that is accredited by the Chartered Institute of Environmental Health, or the Royal Society of Health, or the Royal Institute of Public Health and Hygiene.
 16. A Street Trading Consent cannot be transferred or sold to another person except that the Consent may be transferred to a member of the Consent Holder's immediate family in the event of the Consent Holder's death or incapacity on payment of a fee. The sub letting of a pitch is prohibited.
 17. The Consent Holder must be the principal operator and have day to day control of the stall/vehicle. The Consent Holder may employ any other person to assist in operating the stall/vehicle and shall notify the Head of Environmental Development of the name and address of that person. An administration fee will be payable.
 18. Anyone who operates a stall/vehicle other than the Consent Holder must be authorised by the Head of Environmental Development.
 19. A Consent Holder may terminate a Street Trading Consent by written notice to the Head of Environmental Development. A refund of the portion of the fee equal to the remaining full months will be payable, less £50 which the Council will retain to cover administrative costs.
 20. Consent Holders shall ensure that disabled people and wheelchair users can be adequately served. This may involve serving persons from outside the vehicle.

21. A copy of the Consent shall be carried by the operator when trading and must be produced on demand to a Council Officer or Police Officer.
22. Consent Holders shall have and maintain a proper insurance policy against public liability and third party risks. The minimum insurance cover shall be £10,000,000 and shall cover the operator's vehicle, or stall and any additional equipment under their control. If food is sold the insurance shall specifically include cover against food poisoning to the same amount. The insurance certificate or cover note shall be produced to the City Environmental Health Officer before the Street Trading Consent is issued. Proof of cover must be produced to an officer of Oxford City Council as required.
23. These general conditions, which apply to all Street Trading in Oxford, may be varied, having regard to a particular location. They are termed Special Conditions and listed on the Consent Certificate. These Special Conditions must also be complied with.
24. Instalments are required quarterly, in advance. On or before the following dates: 1st April, 1st July, 1st October and 2nd January. Annual fees may be paid in advance.

Failure to comply with these conditions

If a Consent Holder fails to comply with any of the conditions attached to a Street Trading Consent, the Consent may be suspended for an indefinite period or revoked. The Consent Holder may also be prosecuted.

Payments & Income Team
Direct Line: 01865 252863
Fax: 01865 252458
E-mail: incomes@oxford.gov.uk

Finance - Revenues
PO Box 10
Oxford OX1 1EN
Central Number: 01865 249811

Appendix B



Mr Addul Ali

15 April 2014
Your Ref:
Please ask for: Revenues
Direct no 01865 2252504

Dear Mr Ali

Total Balance Outstanding: £1,910.00

Street Trading Fee 01/04/14-30/06/14

You have failed to pay the above account in respect of:£1,910.00

Please pay this sum within 7 days of the date of this letter. If the amount remains outstanding Court action will be taken to recover the amount due, without further notice. Licensing will also be informed as this may affect your street trading consent

You should be aware that the issue of Court proceedings will result in costs and interest which will be added to the amount outstanding.

Please see enclosed sheet for details of **'How and Where to pay'**

Please quote the customer number given at the top of this letter when making payment. **Please do not send payments of cash by post.**

Yours Sincerely

For Head of Finance

Payments & Income Team
Direct Line: 01865 252863
Fax: 01865 252458
E-mail: incomes@oxford.gov.uk

Finance - Revenues
PO Box 10
Oxford OX1 1EN
Central Number: 01865 249811

Mr Addul Ali

8 July 2014
Your Ref:
Please ask for: Revenues
Direct no 01865 2252504

Dear Mr Ali

Total Balance Outstanding: £2,970.00

Street Trading Fee -01/07/14-30/09/14

You have failed to pay the above account in respect of:£2,970.00, despite previous reminders being sent.

Please pay this sum within 7 days of the date of this letter. If the amount remains outstanding Court action will be taken to recover the amount due, without further notice. Licensing will also be informed as this may affect your street trading consent

You should be aware that the issue of Court proceedings will result in costs and interest which will be added to the amount outstanding.

Please see enclosed sheet for details of **'How and Where to pay'**

Please quote the customer number given at the top of this letter when making payment. **Please do not send payments of cash by post.**

Yours Sincerely

For Head of Finance

Environmental Development
Direct Line: 01865 252558
Fax: 01865 252344
E-mail: street_trading@oxford.gov.uk

St Aldate's Chambers
109-113 St Aldate's
Oxford OX1 1DS

Central Number: 01865 249811

www.oxford.gov.uk



Mr Abdul Monaf Ali

10th September 2014
Our ref: 14/00281/STREET

Dear Mr Ali,

Local Government (Miscellaneous Provisions) Act 1982
Street Trading - Consent Fee Arrears

It has been brought to my attention by our finance team that you have fallen into arrears regarding your street trading consent to the amount of **£3,120**. As you are aware you have signed an agreement with Oxford City Council for quarterly payments of your consent fee. You are now in breach of that agreement.

If you fail to bring your payment schedule up to date by **Friday 19th September** we will be forced to look at revoking your current street trading consent. Such revocation may affect any future applications we receive from you.

If you wish to discuss this matter further, please contact me on the above contact details.

Yours sincerely,

P.P. Samantha Howell
Licensing Officer



INVESTORS
IN PEOPLE



Environmental Development
Direct Line: 01865 252558
Fax: 01865 252344
E-mail: street_trading@oxford.gov.uk

St Aldate's Chambers
109-113 St Aldate's
Oxford OX1 1DS

Central Number: 01865 249811

www.oxford.gov.uk



Mr Abdul Monaf Ali

16th October 2014
Our ref: 14/00281/STREET

Dear Mr Ali,


Local Government (Miscellaneous Provisions) Act 1982
Street Trading - Consent Fee Arrears

Further to my previous letter dated 10th September 2014, it has been brought to my attention by our finance team that you have fallen further into arrears regarding your street trading consent to the amount of **£4,880**. As you are aware you have signed an agreement with Oxford City Council for quarterly payments of your consent fee. You are now in breach of that agreement.

As you have failed to clear the arrears on your account you will now be referred to Licensing & Registration Sub Committee. In accordance with the Street Trading Policy, a panel will be convened to review your Street Trading Consent. You will receive a letter informing you of the date of the meeting in due course.

If you wish to discuss this matter further in the meantime, please contact me on the above contact details.

Yours sincerely,


Samantha Howell
Licensing Officer



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