

Agenda

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General Purposes Licensing Casework Sub-Committee

This meeting will be held on:

Date: **Monday 23 May 2022**

Time: **6.00 pm**

Place: **Long Room - Oxford Town Hall**

For further information please contact:

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Access to all or the majority of this meeting is limited to committee members; officers attending to assist the committee or present reports; and those invited to attend. The reasons for these restrictions are set out for each item later in the agenda

Members of the public may only observe during the open part(s) of the meeting and must leave the meeting during the restricted parts.

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All public papers are available from the calendar link to this meeting once published

Committee Membership

Councillors: Membership 3: Quorum 2: substitutes are permitted.

Membership will be confirmed at General Purposes Licensing Committee meeting on 19 May 2022.

Apologies and notification of substitutes received before the publication are shown under *Apologies for absence* in the agenda. Those sent after publication will be reported at the meeting. Substitutes for the Chair and Vice-chair do not take on these roles.

Agenda

		Pages
Part One - Public Business		
1	Apologies for absence	
2	Declarations of Interest	
3	Procedure to be followed at the meeting Guidance on the procedure to be followed is attached. The Council's Street Trading Policy 2020 is attached.	7 - 34
4	Minutes Recommendation: that the minutes of the meeting of 01 March 2022 and 11 April 2022 are approved as a true and accurate record.	35 - 40
5	Street Trading Consent Application The Head of Regulatory Services and Community Safety has submitted a report to inform the consideration of an application for Street Trading Consent for a period of longer than three months.	41 - 104
6	Street Trading Consent Application The Head of Regulatory Services and Community Safety has submitted a report to inform the consideration of a Street Trading Consent for a period of longer than three months.	105 - 136
7	Exempt Matters and Confidential Session If the Sub-Committee wishes to exclude the press and the public from the meeting during consideration of any aspects of the preceding or following agenda items it will be necessary for the Sub-Committee to pass a resolution in accordance with the provisions of Section 100A(4) of the Local Government Act 1972 specifying the grounds on which	

their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Part 1 of Schedule 12A of the Act if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Part Two – Exempt Business

Matters exempt in accordance with paragraphs 1, 2, 3 and 7 of Part 1 of Schedule 12A of the Local Government Act 1972, which includes:

- information relating to any individual
- information which is likely to reveal the identity of an individual
- business affairs of a person other than the Council
- information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

8 Confidential Minutes

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Recommendation: that the confidential minutes of the meeting of 01 March 2022 and 11 April 2022 are approved as a true and accurate record.

9 Dates of future meetings

The dates of future meetings (if required) are:

- 06 June 2022 (B)
- 25 July 2022 (C)
- 05 September 2022 (D)
- 17 October 2022 (A)
- 29 November 2022 (B)
- 28 February 2023 (C)
- 17 April 2023 (D)

Information for those attending

Recording and reporting

Members of public and press can record, or report in other ways, the parts of the meeting open to the public.

It is not permitted to record or report or make public any part which is not open to the public apart from the formal record of the meeting.

The Council asks those recording to follow the protocol which can be found on the Council's [website](#). Those speaking in the open part of the meeting should be aware that they may be recorded during their speech and any follow-up. Those attending a meeting should be aware that recording may take place and that they may be inadvertently included in these.

The Chair of the meeting has absolute discretion to suspend or terminate any activities that in his or her opinion are disruptive.

Councillors declaring interests

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest. If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

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OXFORD CITY COUNCIL

General Purposes Licensing Casework Sub-Committee

HEARING PROCEDURE for Hackney Carriages and Private Hire licensing (hearings held in private), Street Trading consents and Sex Establishment licenses (hearings held in public)

The Meeting

The General Purposes Licensing Casework Sub-Committee (Sub-Committee) consists of three members of the General Purposes Licensing Committee. With the consent of the applicant, or person who is subject of the hearing, the Sub-Committee can consist of two councillors. The Sub-Committee is responsible for reaching a decision upon the application having heard representations and considering all relevant material presented.

All members must be present throughout the hearing. If for any reason a member needs to withdraw during the proceedings the hearing should be temporarily adjourned until the member returns, or the member should not participate any further in the hearing. Any departure should therefore be avoided wherever possible. A member who arrives after the hearing has commenced is not allowed to participate in that hearing.

Closed and Open Hearings

Street Trading hearings shall normally take place in public. However, the Sub-Committee may exclude the press and the public from all or part of a hearing where exempt information (*section 100A(4) Local Government Act 1972*) is concerned and the Sub Committee considers that the public interest in doing so outweighs the public interest in the hearing, or that part of the hearing, taking place in public.

Taxi licensing hearings will usually be considered in private as cases coming before the Sub-Committee involve private and personal information relating to the case subject. Most taxi hearings will therefore be held in private and will be treated as confidential and not for publication.

Declaring Interests

To avoid any suggestion of bias, members should not take part in any hearing if they have any interest, financial or otherwise, in the outcome, or if they have any connection with or have been approached by a person who is the subject of an item on the Sub-Committee's agenda. Members must take care not to be

influenced by their role on any other council committee. Licensing decisions must be taken strictly on the criteria allowed by the relevant legislation.

The Paperwork

Officers of the Licensing Authority (the City Council) will prepare the paperwork for the application that is to be heard by the Sub-Committee. The paperwork will include:-

- A summary of the application or matter for determination, the representations received and of any other relevant material
- A copy of the application and any other supporting material supplied by the applicant.

for Street Trading hearing only:

- Any observations on the application or matter made by the Police and/or other technical advisor to the Sub-Committee
- Any representations of objection to the application

Attendees at the Hearing

Any party may be assisted or represented by any person whether or not that person is legally qualified.

For Street Trading hearings only:

Observations of Police and/or Technical advisors

Where appropriate the police or technical advisors to the Sub Committee may make their observations.

The Sub-Committee may ask questions of the Police and/or technical advisors.

Other parties may ask factual questions of the Police and/or technical advisors. Cross-examination will only be permitted with the consent of the Chair.

Objector's case

Where written representations of objection have been received the Sub-Committee will have regard to those representations. Any objectors can attend the hearing to speak in support of their written objection. However, the Sub Committee will not require repetition of points already made in written representations. Only objectors who have sent written representation during the consultation period can speak.

Where a number of objectors have made representations which are similar in nature the Sub-Committee will expect a spokesperson to be appointed to represent the group.

The Sub-Committee may ask questions of any objector.

Other parties may ask factual questions of any objector. Cross-examination will only be permitted with the consent of the Chair.

Non-Attendance of the Case Subject/Applicant

If a case subject/ applicant has had reasonable notice of the hearing fails to attend either in person or through their representative, the Sub- Committee can proceed with the hearing in their absence.

The Sub-Committee may grant an adjournment if a reasonable explanation has been given for failure to attend or an adjournment has been specifically requested, and there is no reason to think that the person would fail to attend on another occasion. If a case subject has expressed an intention not to attend, or has repeatedly failed to attend, it would be proper for the Sub-Committee to hear the case in their absence.

The Sub-Committee should be prepared to adjourn proceedings if questions arise which cannot be dealt with satisfactorily in the case subject's absence. In deciding whether to hear the case in the absence of the case subject, the Sub-Committee should take into account whether they have sent a representative to act on their behalf and whether delay in hearing the case is likely to result in hardship (for example, where the case subject has stated that his or her need is urgent).

Conduct of Proceedings

The role of the Chair is to control the proceedings. All questions must be put through the Chair.

Members of the Sub-Committee will have read and familiarised themselves with the papers and issues. The Sub-Committee does not therefore require points to be made or repeated at length.

The hearing shall take the form of a discussion managed through the Chair. Formal cross- examination shall not be permitted unless the Chair considers that cross-examination in a particular circumstance would assist. In exercising this

discretion to permit cross-examination, the Chair must have regard to the rules of natural justice and the right to a fair hearing.

In considering an application, the Sub-Committee may take into account documents or other information relied on by a party in support of their application or representation. Copies of the information should be supplied to the Licensing Authority at least two working days before the hearing or, with the consent of the Chair after that time.

If a person attending the hearing is acting in a manner that the Chair considers is disruptive, the Chair will require that person to leave the hearing and may:

- (a) refuse to permit that person to return; or
- (b) permit him / her to return only on such conditions as the Sub-Committee may specify.

Before the end of the hearing any person who was required to leave the hearing may submit in writing any information which they would have been entitled to give orally had they not been required to leave.

Order of Proceedings

The Chair commences the hearing by introducing themselves and the other Sub-Committee members. The Chair asks all of the other parties present to introduce themselves and explain in what capacity they are attending.

Licensing officers will present the report relating to the application or matter to be heard by the Sub-Committee. They shall say who the applicant is, what the application is for and explain the paperwork before the Sub-Committee.

- The person appearing before the Sub-Committee may ask questions of the licensing officers or their report.
- Members of the Sub-Committee may ask question of the licensing officer on their presentation.

The person appearing before the Sub-Committee will present their case.

- Licensing officers may ask questions of the person appearing before the Sub-Committee.
- Members of the Sub-Committee may ask question of the person appearing before them.

For Street Trading hearings only:

If present, Police, technical advisors and objectors will present their case.

- Licensing officers may ask questions of the person appearing before the Sub-Committee.

- Members of the Sub-Committee may ask question of the person appearing before them.

All parties will be given the opportunity to summarise briefly their key points. The order shall be:-

- Licensing officer
- Objectors (for Street Trading hearings)
- Police and/or technical advisors (for Street trading hearings)
- Applicant

At the end of the submissions, the Chair will announce that the hearing is adjourned while the Sub-Committee deliberate in private. The Sub-Committee will be accompanied by the committee clerk and legal advisor during their deliberations. All other officers, applicants/ case subjects and members of the public will leave the room.

If it is necessary to recall any party for clarification of any point, then all parties should be recalled.

The Chair will either:

- Announce the decision of the Sub-Committee and confirm that a written determination with reasons will be sent to the parties by a given date.
- or
- Close the hearing and confirm that once a decision has been made a written determination with reasons will be sent to the parties by a given date.

The person appearing before the Sub-Committee shall be advised orally of their 21 day right of appeal, where there is such a right, (starting from the date of the letter) and that the decision and rights of appeal shall be notified to them in writing.

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Street Trading Policy

This Statement will apply from 1st April 2020



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Glossary

The Council	Oxford City Council
The Applicant	The trader who has submitted an application for Street Trading Consent.
The Consent Holder	An individual that holds a Street Trading Consent.
A Street	Includes any road, footway, beach or other area to which the public have access without payment.
A Consent Street	A street in which street trading is prohibited without the Consent of the Council.
A Street Trading Consent	A permission to trade, which is granted by a council subject to conditions and payment of a fee.
A Roundsman	An individual who visits a 'round' of customers and delivers the orders of those customers, for example a milkman. A person operating an ice-cream van is not classed as a roundsman.
A Pedlar	A pedlar is a trader who must: <ul style="list-style-type: none"> • keep moving, stopping only to serve customers at their request • move from place to place and not circulate within the same area • hold a valid pedlar's certificate, issued by a Chief Constable of Police.
A Peripatetic Trader	A peripatetic street trader is one that: <ul style="list-style-type: none"> • continually moves from location to location • moves at least 50 metres from the last trading location and does • not return to that location within four hours • does not wait in one location for more than twenty minutes • does not trade within 100 metres of any entrance to any school or college (without formal invitation from the establishment).
The Licensing Officer	An officer employed by the Council and authorised by the Council to act in pursuance of the provisions of the Local Government (Miscellaneous Provisions) Act 1982.
Activities that do not require Street Trading Consent	Trading: <ul style="list-style-type: none"> • as a pedlar under a pedlar's certificate • as a news vendor • at a market or fair, the right to hold which having been obtained by a grant, enactment or order • at or adjoining a shop premises as part of the business of the shop • as a roundsman (i.e. delivering pre-ordered goods to customers) • from a licensed highway area • under a street collection permit for charitable purposes.

Introduction

Oxford City Council (hereafter referred to as the Council) recognises that street trading is an established commercial activity that contributes to the vibrancy and vitality of the city and increases the diversity of the local economy.

As the growth and development of the city continues, it is vital that the street trading environment responds to the physical changes and remains sensitive to the needs of the city. The policy allows the Council to continue to regulate the location and number of traders, ensuring that they meet the requirements set out and do not adversely impact the streets they occupy.

In keeping with its vision for a successful and attractive city, the Council aspires to provide an improving street trading offer in terms of appearance/visual amenity and the quality of the goods on sale.

A key priority of the Council is to deliver health and wellbeing improvements in the city. Working with partners, we have made a commitment to reduce sugar intake, particularly amongst young people. The policy will support the objectives of SUGAR SMART Oxford's campaign, seek to make a positive change and facilitate healthier choices.

1 Purpose of the Policy

- 1.1 This Policy sets out Oxford City legal framework for the management of street trading in Oxford and will guide the Licensing Authority when it considers applications for Street Trading Consents.
- 1.2 It outlines how decisions are made and aims to provide a transparent and consistent approach for dealing with the regulation of street trading.
- 1.3 It also highlights the Council's undertaking to avoid duplication with other statutory provisions and our commitment to work in partnership with other enforcement agencies.

2 Consultation

- 2.1 In determining this policy, the Council has undertaken a public consultation and has consulted the following stakeholders and organisations:
 - Thames Valley Police
 - Oxfordshire Fire and Rescue Service
 - Oxfordshire County Council
 - Central, South and West Area Committee
 - Oxford City Centre Manager
 - All current Consent Holders
 - All relevant departments within Oxford City Council
- 2.2 We have considered and taken into account the views of all consultees.

3 Review of the Policy

- 3.1 This policy will be reviewed every three years and all interested parties consulted. In addition, we will continue to evaluate the policy and may update it at any time. Any minor changes can be agreed by the General Purposes Licensing Committee.

4 Legislation and current provision

- 4.1 In 1986 the Council resolved that Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982 should apply to its area. Under Schedule 4 of the Act the Council can manage street trading by designating streets as 'consent streets', 'licence streets' or 'prohibited streets'.

'Street Trading' is defined as the selling or exposing or offering for sale of any article (including a living thing) in a street – subject to a number of exceptions such as:

- (a) Trading as a pedlar under the authority of a pedlar's certificate granted under the Pedlars Act 1871;
- (b) Any trade in a market or fair, the right to hold which having been obtained by a grant, enactment or order;
- (c) Trading as a news vendor;
- (d) Trading at or adjoining a shop premises as part of the business of the shop;
- (e) Offering or selling things as a roundsman.

Schedule 4 defines a street as any road, footway, beach or other area to which the public have access without payment; and a service area as defined in section 329 of the Highways Act 1980.

A consent street is a street in which street trading can only take place if the consent of the local authority has first been obtained.

Prohibited streets are streets where no street trading may take place at all.

A licence street is a street that requires a formal licence before any form of street trading can take place.

All streets in Oxford City Council area are designated as consent streets and any trading requires consent. There are currently no licence streets within Oxford.

Street Traders that serve hot food or drink at any time between the hours of 23.00 and 05.00 will also require a Premises Licence under the Licensing Act 2003.

5 The Licensing Process and Delegation of Functions

5.1 This part of the document sets out how we will deal with applications for Street Trading Consent in the City of Oxford. The Council aims to provide a clear, consistent licensing service for service users. It also aims to protect the safety of highway users and to prevent nuisance or annoyance.

5.2 Delegation is laid out in the Council's Constitution as follows:

Full Council sets policies on licensing.

The General Purposes Licensing Committee:

- recommends and reviews policies on general licensing
- sets and reviews licence fees
- agrees and varies a street trading scheme.

The General Purposes Licensing Committee appoints a General Purposes Licensing Casework Sub-Committee to:

- a) Decide street trading applications that are for longer than three months
- b) Decide applications to renew Street Trading Consent when there has been a complaint about the trader or the trader has breached the conditions of their Street Trading Consent in the past year

The Responsible Head of Service is authorised to:

- (a) Issue Street Trading Consents and to attach such conditions as are necessary under the Local Government (Miscellaneous Provisions) Act 1982;
- (b) Refuse any application for a Consent:
 - (i) that is considered unsuitable under this policy;
 - (ii) where there are objections from any of the following consultees; (Police, Fire or Highways on the grounds of Public or Highway safety);
- (c) Refer applications/Consent holders to the General Purposes Licensing Casework Sub-Committee:
 - (i) when there has been a complaint or safeguarding concern about the trader or the trader has breached the conditions of their Street Trading Consent in the past year;
 - (ii) where there are multiple applications for a vacant approved site;
- (d) Suspend a Consent for a period of up to 28 days pending referral to the General Purposes Licensing Casework Sub-Committee: where serious food safety issues or any other reasonable cause are found.

New Applications for a Street Trading Consent

5.3 An application for Street Trading Consent must be made to the Council in writing. The following will be required to be submitted with the application:

- (a) A completed and signed Street Trading Consent Application Form.

- (b) The full application fee as appropriate.
 - (c) Where the proposed street activity is from a fixed position, a copy of a map of at least 1:1250 scale. The map should clearly identify the proposed site position by marking the site boundary with a red line.
 - (d) Colour photographs of the stall or vehicle that will be used for the street trading activity.
 - (e) A certificate of Public Liability Insurance that covers the street trading activity for third party and public liability risks. The minimum insurance cover shall be £5,000,000.
 - (f) A current Level 2 Award in Food Safety in Catering certificate for all food handlers.
 - (g) A valid Waste Transfer Note.
 - (h) Proof of the applicant's and any prospective employee's right to work in the UK.
 - (i) Gas safety certificate for the vehicle or stall if applicable.
 - (j) A description of the type of food and drinks to include sugar free and lower sugar drinks options.
- 5.4 Street Trading Consents are issued for a period of up to one year and are renewed annually for the period 1 April to 31 March, unless granted for a reduced period.
- 5.5 Before a Street Trading Consent is granted or refused, the Council will carry out a consultation process with various stakeholders including:
- Oxfordshire County Council Highways
 - Thames Valley Police
 - Ward Councillors
 - Planning Service
 - Environmental Health Service
- Written observations from the above organisations will be sought and taken into consideration when determining an application.
- 5.6 Street Trading Consents will not normally be granted where:
- A significant effect on road safety would arise either from the siting of the trading activity itself, or from customers visiting or leaving the site.
 - There is a conflict with Traffic Orders such as waiting restrictions.
 - The site or pitch obstructs either pedestrian or vehicular access, or traffic flows, or places pedestrians in danger when in use for street trading purposes.
 - The trading unit obstructs the safe passage of users of the footway or carriageway.

- The pitch interferes with sight lines for any road users such as at road junctions, or pedestrian crossing facilities.
- The supply of hot or cold food, drinks or confectionery between 07:30 and 18:00 within 100 metres of the boundary of a school or college (during term time).

5.7 The council will not normally allow the sale of:

- Tobacco or tobacco products
- Items made of animal fur
- Items that cause or contribute to crime and disorder
- Energy drinks to children below 16 years old.

5.8 In the absence of representations, the application will be referred to the Council's General Purposes Licensing Casework Sub-Committee who will use the criteria listed below to make their determination of the application, with equal weight applied to the criteria listed. Each case will be assessed on its merits and individual circumstances, where appropriate, may be taken into consideration. When there are representations, the Responsible Head of Service acting under delegated powers may refuse an application.

5.9 In considering applications for the grant or renewal of a Street Trading Consent the following criteria will be considered:

(a) Public safety

Whether the street trading activity represents, or is likely to represent, a substantial risk to the public. Factors taken into account will include: obstruction, fire hazard, unhygienic conditions or danger that may occur when a trader is accessing the site.

(b) Public order

Whether the street trading activity represents, or is likely to represent, a substantial risk to public order.

(c) Avoidance of public nuisance

Whether the street trading activity represents, or is likely to represent, a substantial risk of nuisance to the public, particularly in residential areas.

(d) Appearance of the stall or vehicle

The stall or vehicle must be maintained in good condition, be of smart appearance and meet the criteria, including size, laid down in the standard Consent Conditions. Photographs or sketches, including dimensions, must be provided with all new applications and requests for approval of changes to or replacement of a stall or vehicle. The general appearance of the vehicle or stall will also be considered in order to determine that the unit will not detract from the appearance of the surrounding area.

(e) Needs of the area

The demand for the articles for sale and the geographical location of the proposed site.

(f) Environmental sustainability

Measures to minimise the impact of the proposed operation on the local environment including street surfaces and materials, power supply, carbon footprint, supply chain, packaging, waste minimisation, recycling and waste disposal.

(g) Food safety and food offer

Applicants to trade in hot or cold food must be able to demonstrate a good understanding of food safety and be registered as a food business with the relevant local authority. As a minimum, food handlers must hold a current Level 2 Award in Food Safety in Catering accredited by The Chartered Institute of Environmental Health or The Royal Institute for Public Health. Consideration will be given to applicant's ability to meet SUGAR SMART Oxford criteria (see Annex 3 for guidance).

(h) Highway safety

The location and operating times will be such that the highway can be maintained in accordance with the Oxfordshire County Council's requirements and that there are no dangers to those who have a right to use the highway and no obstruction for emergency access.

- 5.10 There is no statutory right of appeal against refusal to issue a Consent.

Nature of goods on offer

- 5.11 The type of goods allowed to be sold will be considered on a site by site basis and will be specified in the Consent. Consent holders must seek approval before making significant changes to the type of goods offered for sale.

Suitability of Applicant

- 5.12 When determining an application for the grant or renewal of a Consent, the Council will consider all relevant information relating to the suitability of the applicant and any employees including:
- Whether they have been cautioned or convicted of any offences of:
 - a. Violence
 - b. Dishonesty
 - c. Drug related offences
 - d. Sexual offences
 - e. Public Order offences
 - f. Food safety or health and safety offences
 - g. Any offence resulting in a sentence of imprisonment

This will involve the applicant making a declaration to confirm their status relating to any 'unspent' cautions or convictions under the Rehabilitation of Offenders Act 1974. Guidance on the relevance of cautions and convictions is contained in Annex 4.

- Failure to pay the Council's Street Trading Consent fees.
- An applicant's history of street trading including whether previous Consents have been used appropriately.

- 5.13 The Council will reserve the right to request a basic disclosure check where it considers there is a risk to children and/or vulnerable people.

Advertisements

- 5.14 The use of 'A' boards is prohibited on the highway (unless express permission is given).
- 5.15 Advertising should only relate to goods offered for sale at the consented site. Third party advertisements are prohibited.

Peripatetic Street Trading

- 5.16 Street traders that meet the conditions below will be classed as peripatetic. Ice cream vans and mobile sandwich sellers would typically be deemed to be peripatetic street traders.
- 5.17 Traders must meet all of the criteria below to be classed as peripatetic:
- Move from location to location.
 - Move at least 50 metres from the last trading location and do not return to that location within four hours.
 - Do not wait in one location for more than 20 minutes.

Renewal Applications for a Street Trading Consent

- 5.18 Street Trading Consents are renewed annually for the period 1st April to 31st March, unless granted for a reduced period. A renewal application for Street Trading Consent must be made to the Council in writing by 1st February. The following will be required to be submitted with the application:
- (a) A completed and signed Street Trading Consent Application Form.
 - (b) The full fee as appropriate.
 - (c) A certificate of Public Liability Insurance that covers the street trading activity for third party and public liability risks.
 - (d) A current Level 2 Award in Food Safety in Catering certificate for all food handlers.
 - (e) Proof of the applicants and any prospective employees right to work in the UK.
 - (f) A gas safety certificate for the vehicle or stall if applicable.
 - (g) A licensed waste carrier agreement.
- 5.19 At renewal, the Council may take into consideration any relevant information about the trading operation.
- 5.20 If a renewal application is not received before the expiry of the current licence, a new application must be made. In this situation, trading will not be permitted until a new Consent is issued.

- 5.21 Where a renewal application has been made and there have been complaints or enforcement issues or fees have not been paid on time, then the application will be referred to the General Purposes Licensing Sub-Committee.

Advertising new or vacant sites

- 5.22 The Council will advertise vacancies on the Council's website for 28 days. Applications will be referred to the Council's Licensing Sub-Committee who will use the criteria listed at paragraph 5.8 of this policy to make their determination.

Transfers

- 5.23 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/site is prohibited.

6 Markets

- 6.1 The Gloucester Green weekly markets and the Covered Market are outside the scope of the street trading scheme. Gloucester Green has Charter Market status and trading in the Covered Market takes place from permanent shop units.

7 Special Events

- 7.1 For events such as Christmas or Continental Street Markets, the Council will accept one application from the person organising the event. The event street trading application will require full details of each trader attending the event. Consent will be issued to each individual stall holder. This provision aims to promote events and encourage traders to attend.
- 7.2 Trading at charity or small community events, where the profits from individual stalls/units are donated to charity, is exempt from the Council's Street Trading requirements. Any traders (such as traders selling food or refreshments) attending for commercial gain will require Street Trading Consent. Examples of charity events are listed at Annex 5 of this policy.

8 Fees

- 8.1 Fees will be set and reviewed annually on a full cost recovery basis. The level of fees applicable takes into account the location, the duration of the Consent, trading hours and the articles to be sold. Details of the current fees can be found on the Council's website or on application to the Licensing Officer.
- 8.2 Fees must be paid in advance as set out in Annex 2, General Condition 28.

- 8.3 Applications for Consents should be accompanied by the relevant non-refundable fee. If the application is approved, the balance of the fee will be due before the Consent is issued. If the application is not successful the application fee will be retained to cover the cost incurred in processing the application.
- 8.4 A Consent Holder may terminate a Street Trading Consent by written notice to the Responsible Head of Service. Where trading ceases during the term of Consent, a refund will not be given for any remaining period of less than 3 months. Where payable, a refund of the portion of the fee equal to the remaining full months will be given, less £50 which the Council will retain to cover administrative costs.

9 Conditions

- 9.1 The Council applies standard conditions to Street Trading Consents.

- **General Conditions for Street Trading Consents**

The standard conditions are not exhaustive and other conditions may be added to individual Consents where appropriate.

- 9.2 Standard Trading Hours are:

(a) **Roadside locations for vehicles**

- Daytime site from 08:00 to 18:00.
- Evening sites for the Sale of Hot Food from 18:30 to 03:00 (can be extended to 04:00 Thursdays, Fridays, and Saturdays on application and subject to approval).

(b) **Pavement locations**

- 08:00 to 21:00.

(c) **Weekly Let Sites**

- 08:00 to 21:00.

- 9.3 Street trading can only be carried out from the stall or vehicle authorised on the Certificate of Street Trading Consent. Any changes to or replacement of the stall or vehicle must be approved by the Responsible Head of Service.
- 9.4 The standard conditions applied to Street Trading Consents are attached to this policy as Annex 2.

10 Enforcement

- 10.1 The Council is committed to enforcing the provisions contained within the relevant legislation and to work in partnership with all enforcement agencies, to provide consistent enforcement on licensing issues in accordance with the Council's Corporate Enforcement Policy.
- 10.2 The Business Regulation Team aims to work closely with other enforcement authorities to regulate relevant legislation where necessary.
- 10.3 The Council will investigate any complaints relating to street trading activities e.g. trading without Consent or breach of conditions and may take

enforcement action as appropriate. Consent holders should liaise with the Council to resolve complaints.

- 10.4 If the Council feels that there is an issue of public order or threat to public safety associated with any street trading activity it will call for assistance from Thames Valley Police.
- 10.5 Failure to comply with one or more of the standard conditions of Consent may lead to revocation or non-renewal of Street Trading Consent.

Revocation

- 10.6 The Council may revoke a Street Trading Consent at any time, on any reasonable grounds. This may be for a variety of reasons including breach of conditions, non-payment of fees or when the site location is no longer suitable/accessible e.g. due to emergency repairs in the street or construction/redevelopment work.

11 Contacts

The Street Trading function is part of the Business Regulation Team within the Environmental Health Service.

Business Regulation Team
Environmental Health
Oxford City Council
109-113 St Aldate's Chambers
St Aldate's
Oxford
OX1 1DS

To enquire about any street trading issue, please visit our website: www.oxford.gov.uk or contact us via email street_trading@oxford.gov.uk or ringing the Business Regulation Team on 01865 252561.

ANNEX 1**Approved Street Trading Sites**

The City Council have given Consents for street trading at the following sites within Oxford (the list is subject to changes from time to time):

ROADSIDE LOCATIONS FOR VEHICLES**Daytime Sites (08:00 to 18:00)**

1	Pembroke Square	St Aldate's End	1 unit*
2	Broad Street	outside No. 17	1 unit
3	Broad Street	outside No. 14	1 unit

Evening Sites for the Sale of Hot Food (18.30 to 03.00, Monday to Sunday, except where otherwise stated on the Consent).

4	Banbury Road	outside No. 263	1 unit
5	Broad Street	outside No. 17	1 unit
6	New Road	opposite County Hall Car Park	1 unit
7	Cripley Road	junction with Botley Road	1 unit
8	George Street	outside No. 25	1 unit
9	High Street	outside No. 22 North Side	1 unit
10	High Street	outside University College	1 unit
11	London Road	outside No's. 73/75	1 unit
12	Pembroke Square	St Aldate's end	1 unit
13	Queen Street	outside Clarendon Centre	1 unit
14	St Aldate's	outside Christchurch	1 unit
15	St Giles	layby outside Taylorian Institute	1 unit
16	St Giles	layby outside Taylorian Institute	1 unit
17	Woodstock Road	outside Radcliffe Infirmary	1 unit
18	London Road	outside No. 93	1 unit
19	High Street	opposite No. 42/44	1 unit
20	Banbury Road	outside No. 221	1 unit

PAVEMENT LOCATIONS

Trading is allowed only between the times of 08:00 and 21:00 on any day of the week.

24	Catte Street	North end	1 unit
26	High Street	Magdalen College	1 unit
27	Pembroke Square	St Aldate's end	1 unit
28	St Giles	outside No. 66	1 unit
29	Catte Street	North end	1 unit

WEEKLY LET SITES

Trading is allowed only between the times of 08:00 and 21:00 on any day of the week. Stalls must have a maximum dimension of 2.3 metre x 1.5 metres.

33 & 34 Cornmarket Street	junction with Ship Street	2 units
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***Unit refers to a vehicle or stall.**

ANNEX 2**General Conditions for Street Trading Consents**

1. Street trading must only take place between the dates specified on the Certificate of Street Trading Consent.
2. Street trading must only take place during the operational hours specified on the Certificate of Street Trading Consent.
3. The Street Trading Consent relates only to the area/site vehicle or stall specified on the Certificate of Street Trading Consent.
4. The Street Trading Consent relates only to the vehicle or stall specified on the Certificate of Street Trading Consent.
5. Any significant changes to or replacement of a stall or vehicle must be approved by the Responsible Head of Service.
6. The vehicle or stall must be removed from the site at the end of each day's trading.
7. The Consent Holder's vehicle/stall must 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.
8. The Consent Holder's vehicle must be maintained in a roadworthy condition, taxed, insured and with a current MOT Certificate. Vehicle movements must be carried out legally and must not present a risk to people and structures. The Consent Holder shall not drive or park a vehicle on any part of a footway.
9. The Consent Holder must 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.
10. If a Consent Holder or operator/assistant is requested to move the vehicle/stall by an authorised Council Officer or Police Officer they must immediately comply with that request.
11. For Weekly Street Traders on Cornmarket Street, the Consent Holder's stall must not exceed 2.3 metres in height nor occupy an area greater than 2.3 metres x 1.4 metres.
12. The Consent Holder must 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 etc. Act, 1974 and the Food Safety and Hygiene (England) Regulations 2013 (where relevant). Advice on these requirements is available from the Business Regulation Team.
13. The Consent Holder must conduct their business in a professional manner and in a way that minimises risks to employees and others.
14. The Consent Holder must take reasonable 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. A serviceable fire blanket and a suitable fire extinguisher shall be provided in all vehicles selling hot food.
15. Reasonable steps must be taken to ensure gas safety where gas appliances are used on a stall or vehicle. Gas appliances must be maintained and serviced as per manufacturer's instructions. Gas appliances and systems must be checked for safety by a competent Gas Safe engineer at least

- annually. Any faults or concerns in relation to gas safety must be appropriately investigated and made safe by a competent Gas Safe engineer as soon as possible.
16. The Consent Holder must not cause any nuisance or annoyance to any other user of the highway or the occupier of any land or building. In particular, Consent Holders must prevent excessive noise.
 17. The Environmental Protection Act 1990 (as amended) places a duty of care on businesses to dispose of their trade waste in an appropriate manner. Trade waste must be stored appropriately and be disposed of by a licensed waste carrier. No water or waste material shall be discharged on to the highway or any adjacent property. The Consent holder shall take reasonable steps to ensure that litter arising from their own trade is minimised as far as possible, for example by making a bin available for customers to use.
 18. A Street Trading Consent must not 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 subletting of a consent site is prohibited.
 19. 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 Council of the name and address of that person. An administration fee will be payable.
 20. Anyone who operates a stall/vehicle other than the Consent Holder must be authorised by the Council.
 21. Consent holders must make adequate provisions to ensure access for wheelchair users or customers with disabilities.
 22. A copy of the Consent must be displayed by the operator when trading and must be produced on demand to a Council Officer or Police Officer.
 23. Consent Holders must have and maintain a proper insurance policy against public liability and third party risks. The minimum insurance cover shall be £5,000,000 and shall cover the operator's vehicle, or stall and any additional equipment under their control. If food is sold the insurance must specifically include cover against food poisoning to the same amount. Proof of cover must be produced to an officer of Oxford City Council on application and as required.
 24. Annual Street Trading Consent fee installments are required quarterly, in advance. The first installment must be paid in advance of the issue of Consent. The remaining fee can be paid in installments on the following dates 1st July, 1st October and 2nd January. Alternatively, annual fees may be paid in full in advance.
 25. 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 are listed on the Consent Certificate. These Special Conditions must also be complied with.
 26. Consent holders must make full use of their Consent.

Conditions Specific to Food Traders

27. All packaging and utensils for use by customers shall be made of recycled or part recycled materials.

28. Food businesses must achieve and maintain a minimum Food Hygiene Rating of '3 – Generally Satisfactory'. The Hygiene Rating must be displayed prominently on the stall or vehicle.
29. Food handlers must hold a current Level 2 Award in Food Safety in Catering accredited by The Chartered Institute of Environmental Health or The Royal Institute for Public Health.
30. Food businesses must be registered as a food business with the Local Authority where the van/stall is kept overnight. Food businesses registered outside of the Oxford City Council area must be able to demonstrate food business registration, e.g. by written confirmation from the relevant local authority or by providing a copy of the latest inspection letter or report. Any changes in registration details must be notified to the relevant Local Authority.
31. All hot food vans/trailers are required to carry a basic first aid kit and have the means to contact the emergency services if necessary.

Conditions Specific to Peripatetic Traders

32. The Consent holder is required to comply with the Code of Practice on Noise from Ice-Cream Van Chimes Etc. in England 2013 or any modification or re-enactment thereof.
33. The vehicle must not trade within 100 metres of the boundary of any school or college between the hours of 07:30 and 18:00 (without formal invitation from the establishment).
34. The vehicle must not wait in one location for more than twenty minutes.

Conditions Specific to Weekly Street Traders

35. Weekly Street Trading Consents fees must be paid two weeks in advance before trading commences. This is to allow sufficient time to process the application and receive the consent. Traders must be in possession of their Consents before they can trade.
36. The items to be sold must be agreed before a Weekly Consent will be issued.
37. The sale of food and/or drink is not permitted by Weekly Street Traders.

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.

ANNEX 3**Guidance on SUGAR SMART Oxford Criteria**

The Council welcomes applications from food traders who meet all the following criteria:

- Offer 80% low* sugar and sugar free drinks options
- Make low sugar and sugar free drinks more visible and prominently displayed to customers
- Adopt a simple traffic light sticker system for drinks (traders will receive free resources, support and advice to set up)

Contact: mail@sugarsmartoxford.org for information. More details about the scheme can be found at <http://goodfoodoxford.org/sugar-smart-oxford/>.

*Low sugar is defined as 5g per 100g or less

ANNEX 4**Guidance on suitability of applicants**

The Council will take into account the following guidance concerning any 'unspent' cautions or convictions for the offences listed below when determining whether a new applicant, consent holder or their employee is suitable to hold a Street Trading Consent.

a. Violence

A Consent application will normally be refused when it is made within 3 years (at least) of a conviction or caution for an offence of violence.

b. Dishonesty

A Consent application will normally be refused when it is made within 3 years (at least) of a conviction or caution for an offence of dishonesty.

c. Drug related

A Consent application will normally be refused when it is made within 3 years (at least) of a conviction or caution for a drug related offence.

For offences of supplying drugs, consent applications will normally be refused for 5 years (at least) following conviction.

d. Sexual and indecency

A Consent application will normally be refused when it is made within 5 years (at least) of cautions or convictions for any serious sexual offences. Applications will be refused from applicants currently on the Sex Offender's Register.

e. Public Order

A Consent application will normally be refused when it is made within 3 years (at least) of a conviction or caution for an offence relating to breaches of public order.

f. Food safety or health and safety

A Consent application will normally be refused when it is made within 3 years of a conviction or caution for an offence relating to food safety (where the consent involves sale of food or drink) or health and safety.

g. Any offence resulting in a sentence of imprisonment

A Consent application will normally be refused when it is made within 3 years (at least) of the date of release from prison, where a custodial sentence has been imposed.

The safeguarding of children, young people and vulnerable people is of a particular concern. Where the Council receives notification that:

- i. an applicant or consent holder is the subject of an investigation by the Police into inappropriate conduct, or illegal activity, or
- ii. an applicant or consent holder has been implicated in a safeguarding issue i.e. where children, young people or vulnerable people have been or may be exposed to inappropriate behaviour or language by the applicant/consent holder

the matter shall be referred to the General Purposes Licensing Casework Sub-Committee to determine whether the person can be considered as suitable to either be granted or retain a Street Trading Consent.

Notwithstanding the existence of the convictions guidance, each case will be decided on its own merits.

ANNEX 5**List of Small Community Events Exempt from Street Trading Fees**

- Jericho Street Fair
- Blackbird Leys Play Day
- Headington Festival and Sports Day
- Littlemore Play Day
- Active Cutteslowe
- Friends of Florence Park
- Headington Fun Day
- Leys Festival
- West Oxford Fun Day

Street Trading Policy

Business Regulation Team
Oxford City Council
109-113 St Aldate's Chambers
St Aldate's
Oxford
OX1 1DS

email: street_trading@oxford.gov.uk
phone: 01865 252862
fax: 01865 252344



Minutes of a meeting of the General Purposes Licensing Casework Sub- Committee on Tuesday 1 March 2022

Committee members present:

Councillor Clarkson (Chair)

Councillor Miles

Councillor Mundy (*substitute for Councillor
Rehman*)

Officers present for all or part of the meeting:

Alison Daly, Lawyer

Richard Masters, Senior Licensing Compliance Officer

Vikki Rigden, Senior Licensing Compliance Officer

Alice Courtney, Committee and Member Services Officer

Apologies:

Councillor(s) Rehman sent apologies.

Substitutes are shown above.

56. Declarations of Interest

None.

57. Procedure to be followed at the meeting

The Sub-Committee noted the procedure for the hearings and the policy on the relevance of warnings, offences, cautions and convictions.

58. Minutes

The Sub-Committee resolved to approve the minutes of the meeting held on 17 January 2022 as a true and accurate record.

59. Exempt Matters and Confidential Session

The Sub-Committee resolved that under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the remaining items of business on the grounds that their presence would involve the likely disclosure of exempt information as described in Paragraph 3 of Part 1 of Schedule 12A of the Act.

The Sub-Committee considered matters relating to Hackney Carriage and Private Hire Vehicle licensing in private.

60. Application to Drive Private Hire Vehicles

The Head of Regulatory Services and Community Safety had submitted a report to inform the determination of an application to drive Private Hire Vehicles in the City.

The Sub-Committee resolved to:

Refuse the application to drive Private Hire Vehicles in the City.

61. Confidential Minutes

The Sub-Committee resolved to approve the confidential minutes of the meeting held on 17 January 2022 as a true and accurate record.

62. Dates of future meetings

The dates of future meetings were noted.

The meeting started at 6.00 pm and ended at 6.55 pm

Chair

Date: Monday 11 April 2022

When decisions take effect:

Cabinet: after the call-in and review period has expired

Planning Committees: after the call-in and review period has expired and the formal decision notice is issued

All other committees: immediately.

Details are in the Council's Constitution.

Minutes of a meeting of the General Purposes Licensing Casework Sub- Committee on Monday 11 April 2022

Committee members present:

Councillor Thomas

Councillor Wade (Chair)

Officers present for all or part of the meeting:

Alison Daly, Lawyer

Richard Masters, Senior Licensing Compliance Officer

Lucy Jones, Licensing Compliance Officer

David Stevens, Business Regulation Team Manager

Alice Courtney, Committee and Member Services Officer

Apologies:

Councillor(s) Humberstone sent apologies.

63. Appointment of Chair for the Meeting

Councillor Elizabeth Wade was confirmed as Chair.

64. Declarations of Interest

None.

65. Procedure to be followed at the meeting

The Sub-Committee noted the procedure for the hearings, the Policy on the Relevance of Warnings, Offences, Cautions and Convictions and the Street Trading Policy.

66. Minutes

The Sub-Committee resolved to defer consideration of the minutes of the meeting held on 01 March 2022 to a future meeting when Members who attended that meeting were present.

67. Street Trading Renewal Applications Overview

The Sub-Committee resolved to:

- **Note** the contents of the report.
- **Recommend** that the framework for making decisions about Street Trading Consent Renewal be considered by the General Purposes Licensing Committee

to determine and make a recommendation to Full Council on whether the Head of Regulatory Services and Community Safety has discretion only to refer significant debt that they feel is not being managed to the General Purposes Licensing Casework Sub-Committee as a breach of general condition 24.

68. Exempt Matters and Confidential Session

The Sub-Committee resolved that under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the remaining items of business on the grounds that their presence would involve the likely disclosure of exempt information as described in Paragraph 3 of Part 1 of Schedule 12A of the Act.

The Sub-Committee considered matters relating to Street Trading consents and Hackney Carriage and Private Hire Vehicle licensing in private.

69. Street Trading Renewal Application

The Head of Regulatory Services and Community Safety had submitted a report to inform the determination a renewal application for a Street Trading Consent.

The Sub-Committee resolved to:

Approve the application to renew the Street Trading Consent, subject to the standard conditions and an additional condition.

70. Street Trading Renewal Application

The Head of Regulatory Services and Community Safety had submitted a report to inform the determination of a renewal application for a Street Trading Consent.

The Sub-Committee resolved to:

Adjourn consideration of the renewal application for the Street Trading Consent until the next meeting of the Sub-Committee.

71. Application to continue to drive Private Hire Vehicles

The Head of Regulatory Services and Community Safety had submitted a report to inform the determination of an application to continue to drive Private Hire Vehicles in the City.

The Sub-Committee resolved to:

Approve the application to continue to drive Private Hire Vehicles in the City, subject to the standard conditions and an additional condition.

The meeting adjourned for 5 minutes at the conclusion of this item.

72. Suitability to continue to drive Private Hire Vehicles

The Head of Regulatory Services and Community Safety had submitted a report to inform the determination of an application to continue to drive Private Hire Vehicles in the City.

The Sub-Committee resolved to:

Agree that the individual remained a ‘fit and proper’ person to hold a licence to drive Private Hire Vehicles in the City, subject to the standard conditions and an additional condition.

73. Confidential Minutes

The Sub-Committee resolved to defer consideration of the confidential minutes of the meeting held on 01 March 2022 to a future meeting when Members who attended that meeting were present.

74. Dates of future meetings

The dates of future meetings were noted.

The meeting started at 6.13 pm and ended at 9.08 pm

Chair

Date: Monday 23 May 2022

When decisions take effect:
Cabinet: after the call-in and review period has expired
Planning Committees: after the call-in and review period has expired and the formal decision notice is issued
All other committees: immediately.
Details are in the Council’s Constitution.

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To: General Purposes Licensing Casework Sub Committee

Date: 23 May 2022

Report of: Head of Regulatory Services & Community Safety

Title of Report: Street Trading application for Consent for longer than three months

Summary and recommendations	
Purpose of report:	To consider an application for Street Trading Consent for a period of longer than three months.
Corporate Priority:	Enable an inclusive economy Support thriving communities
Policy Framework:	None
Recommendation(s): That the General Purposes Licensing Casework Sub-Committee notes the contents of this report	

Introduction and background

1. In 1986 the Council resolved that Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982 should apply to its area. Under Schedule 4 the Council can manage street trading by designating streets as “consent streets”, “licence streets” or “prohibited streets”. All streets within Oxford are currently designated “consent streets” and any trading requires the grant of a street trading consent. Street trading consent may be granted as the Council “thinks fit”. When exercising the power to grant and enforce consents the Sub Committee should only take into account relevant considerations; must give each applicant or consent holder a fair hearing and should give reasons for their decisions.
2. Street trading consent is granted subject to the Council’s standard conditions. The Sub Committee may amend or attach any additional conditions to a Consent that it considers “reasonably necessary”.

Determination of Applications for Consent

3. Prior to a Consent being granted or refused, the application is subject to a 14 day consultation period with stakeholders being given the opportunity to share observations and concerns. Our stakeholders include Oxfordshire County Council Highways Authority, Thames Valley Police, Oxford City Council Planning Service,

Oxford City Council Environmental Health Services (Commercial Pollution and Food Safety) and Ward Councillors. All comments received are taken into consideration when determining the grant of a Consent.

4. The Policy requires that, for new Street Trading applications for longer than three months, and in the absence of representations, the application will be referred to the Council's General Purposes Licensing Casework Sub-Committee who will use the criteria listed in The Policy to make their determination of the application. A range of Criteria are listed, with each case being assessed on its merits and individual circumstances, where appropriate, may be taken into consideration. When there are representations, the Responsible Head of Service acting under delegated powers may refuse an application.

Reason for referral to Licensing Sub Committee

5. This application is referred to the Licensing Sub Committee because it is for longer than three months.

Background

6. Mr Blaine Morris-Smith identified a site on Grenoble Road he felt was suitable for a new pitch, and subsequently applied for Consent in September 2020. The site is not an existing/established pitch, and is therefore not listed in Annex 1 'Approved Street Trading Sites' in the Oxford City Council Street Trading Policy
7. Thames Valley Police and Oxfordshire County Council Highways Authority raised concerns in relation to trading in the evenings on Oxford United match fixture days.
8. Mr Morris-Smith amended his submitted application for Consent to address the concerns raised in point 7, by agreeing that his pitch would be vacated by 17:00hrs on match days. This application was sent to stakeholders for Consultation on 11th February 2021 (see appendix A).
9. No objections were subsequently received from stakeholders, although the County Council Highways Authority had to grant permission specifically to Mr Morris-Smith, for the use of the parking bay at the site. Written permission was provided by Highways Technical Officer, Steve Walker, on 4th April 2021 (see appendix B). Blaine was informed his application for Street Trading Consent was successful, and as a result he could proceed with the purchase and fit out of his vehicle.
10. Fit out of the van was completed and an initial 3 month Consent issued in December 2021, valid until 31st March 2022 (see Appendix C).
11. Due to the Consent year ending on 31st March 2022, Mr Morris-Smith was required to submit a 'Street Trading Renewal Application' before 31st March 2022 (see Appendix D).
12. A further 3 month Consent was issued as a result of Mr Morris-Smith's renewal application (see Appendix E)
13. Mr Morris-Smith has maintained regular contact with Licensing Officers in the Business Regulation Team, has paid all relevant fees on time and we have received no complaints in relation to the business.

14. Officers were unable to refer Mr Morris-Smith's application for Consent to the Licensing Sub Committee sooner than May 2022, due to administrative and time constraints.
15. If granted, Mr Morris-Smith's Consent would allow him to operate between the hours of 06:00 and 14:00 Monday and Tuesday, 06:00 and 20:00 Wednesday to Friday and 07:00 and 16:00 Sunday. Consent would include a Condition that the pitch must be vacated by 17:00 on weekday match/fixtures at Kassam Stadium.

Policy Considerations

16. The Policy requires that when determining an application for the grant or renewal of a Consent, the Council will consider the following factors:

(a) Public safety

Whether the street trading activity represents, or is likely to represent, a substantial risk to the public. Factors taken into account will include: obstruction, fire hazard, unhygienic conditions or danger that may occur when a trader is accessing the site.

(b) Public order

Whether the street trading activity represents, or is likely to represent, a substantial risk to public order.

(c) Avoidance of public nuisance

Whether the street trading activity represents, or is likely to represent, a substantial risk of nuisance to the public, particularly in residential areas.

(d) Appearance of the stall or vehicle

The stall or vehicle must be maintained in good condition, be of smart appearance and meet the criteria, including size, laid down in the standard Consent Conditions. Photographs or sketches, including dimensions, must be provided with all new applications and requests for approval of changes to or replacement of a stall or vehicle. The general appearance of the vehicle or stall will also be considered in order to determine that the unit will not detract from the appearance of the surrounding area.

(e) Needs of the area

The demand for the articles for sale and the geographical location of the proposed site.

(f) Environmental sustainability

Measures to minimise the impact of the proposed operation on the local environment including street surfaces and materials, power supply, carbon footprint, supply chain, packaging, waste minimisation, recycling and waste disposal.

(g) Food safety and food offer

Applicants to trade in hot or cold food must be able to demonstrate a good understanding of food safety and be registered as a food business with the relevant local authority. As a minimum, food handlers must hold a current Level 2 Award in Food Safety in Catering accredited by The Chartered Institute of Environmental Health or The Royal Institute for Public Health. Consideration will be given to applicant's ability to meet SUGAR SMART Oxford criteria (see Annex 3 for guidance).

- (h) Highway safety** The location and operating times will be such that the highway can be maintained in accordance with the Oxfordshire County Council's requirements and that there are no dangers to those who have a right to use the highway and no obstruction for emergency access.

Financial implications

15. The Council collects fees for Street Trading Consents. Predicted income from Consent fees are included in the Council's budget.

Legal issues

16. The Sub Committee may grant a Street Trading Consent if it 'thinks fit'. Consent may be revoked at any time. A street trader cannot be said to enjoy security of tenure and there is no requirement for the Council to give compensation for the loss of any Consent (other than any refund of Consent fees paid in advance). However, any decision to refuse an application or terminate Street Trading Consents may be subject to a judicial review and if held to be unreasonable then compensation may result.
17. Any determination of an application for Consent must be proportionate taking into account all relevant circumstances and the Consent holder's right to a fair hearing. An application should not be refused arbitrarily and without clear reason.

Human Rights Act Considerations

18. Article 1 of the first Protocol of the European Convention on Human Rights provides that every person is entitled to the peaceful enjoyment of his possessions. No one shall be deprived of his possessions except in the public interest and subject to the conditions provided for by law. However a street trading consent is not generally considered to be a possession in law and the protection in Article 1 is therefore not directly engaged.

Report author	Claire Siddle
Job title	Business Regulation Compliance Assistant
Service area or department	Regulatory Services & Community Safety
Telephone	01865 252901
e-mail	csiddle@oxford.gov.uk

Appendix A – Blaine Morris-Smith amended Street Trading Consent Application Pack.

Appendix B – Email from Oxfordshire County Highways Technical Officer, Steve Walker, granting permission for Blaine Morris-Smith to park and trade from parking bay.

Appendix C – Initial 3 month Street Trading Consent.

Appendix D – Blaine Morris-Smith Street Trading Consent Renewal Application Pack.

Appendix E – Further 3 month Street Trading Consent and grant letter.

Application for Street Trading Consent

Local Government (Miscellaneous Provisions) Act 1982

All data contained in this form will be handled in accordance with the Data Protection Act 1998. Information about how Oxford City Council will handle this data can be found at www.ico.gov.uk and also on www.oxford.gov.uk.

Part 1 – Your Details	
Full Name	Blaine Morris-Smith
Address	[REDACTED]
Postcode	[REDACTED]
Telephone Numbers	[REDACTED] [REDACTED]
Email address	[REDACTED]
National Insurance Number	[REDACTED]
Date of Birth	[REDACTED]
Nationality	[REDACTED]
Part 2 – What goods/items will you be selling	
Proposed Trading Name	B's Street Eat
Type of goods to be sold – <i>Please specify all items to be sold</i>	Hot food (breakfast rolls, burgers/hotdogs, fish, chips, vegan/meat free options), salads, hot beverages, cold drinks (non-alcoholic) including fruit juices and smoothies, cakes/confectionery including healthy options (cereal bars, nutrition bards, fruit, cakes/pastries, chocolate bars/sweets)
If you intend to sell hot/cold food which Local Authority are you registered with	Oxford City Council

If you have been inspected by Environmental Health what is your current Food Hygiene Rating and what date was it awarded	Food Hygiene Rating n/a	Date awarded n/a
Details of recyclable or biodegradable packaging you intend to use	Recyclable plain cardboard boxes and plain paper bags Wooden knives/forks/stirrers	
Proposed days and times of trading	Days: <u>Weekdays:</u> Monday – Tuesday 6.00am -2.00pm Wednesday – Friday 6.00am – 8.00pm <u>Sundays:</u> 7am – 4.00pm	
Full details of the site, sites or peripatetic route you are applying for	Grenoble Road, Oxford OX (for exact proposed locations, please see attached maps/documents). <i>N.B. If permission is granted by the Parks Team to trade from Blackbird Leys Park on Sundays only, I will trade from there rather than Grenoble Road. As advised I am still awaiting response from the Parks Team.</i>	
Vehicle registration number, make and model – if applicable	n/a	
Address where the vehicle/trailer will be stored when not in use	<div style="background-color: black; height: 20px; width: 100%;"></div>	
Please read page 4, paragraphs 5.4 and 5.5 of the Street Trading Policy and describe how you are going to meet the following factors in boxes (a)-(h) below		
Public Safety	(a) No obstruction on the road would occur as the van would be parked in allocated public parking bays (mostly only used on match days) at both proposed locations. Pathways are wide in both proposed locations so would allow for pedestrians to pass even whilst customers being served at van. Van would have adequate/required fire safety equipment. Also the van does not require a petrol or diesel generator as is fitted with a 3000 watt inverter system and battery store (which is plugged-in to electric mains and charged overnight). Hygiene standards would be maintained. Hygiene food course already undertaken. No dangers re accessing sites.	
Public Order	(b) No apparent risks to the public. Public liability insurance would be obtained.	

The avoidance of public nuisance	(c) No apparent nuisance to the public or residents. See attached pitch descriptions as to why we believe this would be the case.
Appearance of the stall or vehicle	(d) Please see attached documents with photographic examples of the van to be purchased. This will be one plain colour (black or white) with the business name (B's Street Eat + contact details). Nothing abstract.
Needs of the area	(e) Currently no food vendor on this road which has a good stream of traffic and would also be within walking distance for current residents. On matchdays additional food vendor on the proposed site would benefit football supporters
Environmental Credentials	(f) As previously mentioned, recyclable packaging will be used. Van will not run by a petrol/diesel generator. Bins will be provided and removed during trading hours, and all waste will be taken away daily and disposed off.
Food Traders	(g) Food hygiene course already undertaken and it was already in our plans to offer sugar free drinks above others, so happy to adopt the SUGAR SMART Oxford criteria.
Highway	(h) Both proposed locations should meet the Oxfordshire County Council's requirements and cause no dangers or obstructions.
Will you be the sole operator of the vehicle or stall?	No If the answer is No please complete an Employee Form for each member of staff.
Do you agree to comply with the Street Trading policy?	Yes

Any additional information to add to this application form - please write here.

Please see attached documents for additional support of my application.


DECLARATION

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information, see <http://www.oxford.gov.uk/websitetools/privacy.cfm>.

The data you provide will assist in preventing crime and ensuring public safety. When you sign this application you are consenting to the sharing of this data with other Government Agencies in their efforts to combat crime.

I am aware that if any person knowingly or recklessly makes a false statement or omits any material, particular in giving information on this form, that person shall be guilty of an offence.

This means that if you as the applicant or anyone else gives false information or leaves out any information to help you get a Street Trading Consent, you and/or they can be prosecuted in court.

Signed  (The declaration must be signed by the applicant)

Date: 01 / 09 / 2020

Revised: 01 / 02 / 2021

Checklist and Notes for New Applicants

Please tick

Photocopy of your passport or similar document that shows you can lawfully work in the UK.	√
Public Liability Insurance. Note: Consent Holders shall have and maintain a proper insurance policy against public liability and third party risks. The minimum insurance cover shall be £5,000,000 and shall cover the operators vehicle, or stall and any additional equipment under your control. If food is sold the insurance shall specifically include cover against food poisoning to the same amount.	Will obtain prior to trading
Photograph or detailed sketch of the proposed vehicle/stall with dimensions.	√
If you are applying for a static street trading site, sites or a peripatetic route please attached a map and images of the proposed site(s) or route in as much detail as possible.	√
Copy of a map showing all streets and other public areas within a radius of 500 metres from the proposed location of the street trading site(s). Note: The map should be to a scale of 1:2500 and clearly indicate the location of the site in the centre of the map and the locations of the other street traders and outlets trading in similar commodities to those proposed.	√
Licensed waste carrier agreement. Note: If you have proof of this please enclose a copy with your application.	
Necessary application fee. Note: Cheques made payable to 'Oxford City Council'. Alternatively you can pay by card over the telephone.	Will pay by card
Copies of an up to date Food Hygiene Training certificate of level 2 or higher for you and/or your staff. Note: This should be accredited by the Chartered Institute of Environmental Health, The Royal Society of Health or The Royal Institute of Public Health and Hygiene.	√
Gas safety certificate. Note: If you sell hot food from a vehicle or trailer and use gas, you are required to have the gas equipment checked annually by a qualified gas engineer. This is to ensure public safety and that the equipment is safe to use.	Will obtain prior to trading
Note: <ul style="list-style-type: none"> • A serviceable fire blanket and foam extinguisher must be provided in all vehicles selling hot food. • A first aid kit must be present on the hot food van/trailer and knowledge of how to give first aid is necessary. • You must always have a mobile phone available in an emergency. 	

Personal Background.

Although this may not be relevant to the application I felt it was worth including.

I have grown up in Blackbird Leys my whole life, living 2 minutes walk from the stadium, until I purchased my first house and moved out at 24. Both parents grew up and are still living in Blackbird Leys (both of whom have experience of operating a food van).

Oxford United has and always will been a massive part of my life. I was a season ticket holder at the Kassam Stadium for many years as well as a Ball Boy for 3 years whilst growing up. Currently I am a fully qualified electrical maintenance engineer at the BMW MINI plant Oxford. I completed an apprenticeship & qualified with them and have been working in that same role now for 13 years.

Myself and my wife have just had a baby boy in May and being off work at home due to the current COVID-19 situation gave me time to reflect. Although my current occupation is very well paid it involves very unsociable, long hours, that in the future I would find hard being away from the family doing long night shift etc. This Food Van is something that I fully believe could be a successful venture in enabling me to have that family time, whilst earning a reasonable living wage. It is something that I can get up and running alongside my current job initially with the help and backing of my family. However, I would be aiming to leave the factory once the business was producing a stable and secure income.

I have placed much thought into the placement of the van/ business as I would love to provide a service to the O.U.F.C fans & the community in which I grew up, of which I am confident I would have their full support.

PITCH DAYS & TIMES

Weekdays: 6am – 2pm Monday – Tuesday

6am – 8pm Wednesday – Thursday*

(& eventually Friday once business is established)

****On any mid-week OUFC match day/fixture we would ensure we have vacated pitch by 5pm***

Sundays: 7am – 4pm (unless permission given by the Parks Team to trade from Blackbird Leys Park instead of this pitch location. As advised I am still awaiting a response to my request.)

Reasoning behind chosen pitch location:

- Public Parking already in place - customers able to arrive and pull away safely as the public car parking for O.U.F.C match days are unused in the week.
- Widest part of Grenoble Road – the road is extremely wide at this location due to chevroned marked middle section.
- Green land between houses and food van - alongside the road are a number of trees between the curb side of the van and residential homes. This will help to maintain maximum distance from homes, causing little, if any disruption to residents.

- More custom – I am expecting that between Monday to Friday there would be a flow of customers due to the van being closer to the B480.
- Food Van would be situated in one of the cut out public parking bays, not on the actual road (at lamppost location 155).

Certificate of Achievement

This certificate is awarded to

Blaine Morris-Smith

Who has successfully completed the online
training course and assessment in:

Level 2 Food Safety and Hygiene for Catering

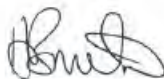
An Introduction to Food Safety & Hygiene • The Importance of Food Safety & Hygiene • Understanding Food Laws • Understanding HACCP
• The Importance of Personal Hygiene • The Importance of Design & Premises Layout • The Importance of Cleaning • The Importance of Pest Control & Waste Management • Understanding Allergens • Understanding Foodborne Illnesses
• Understanding Food Safety Hazards & Contamination • Understanding Bacterial Growth & Temperature Control • The Importance of Food Preservation & Storage

Certificate Number:

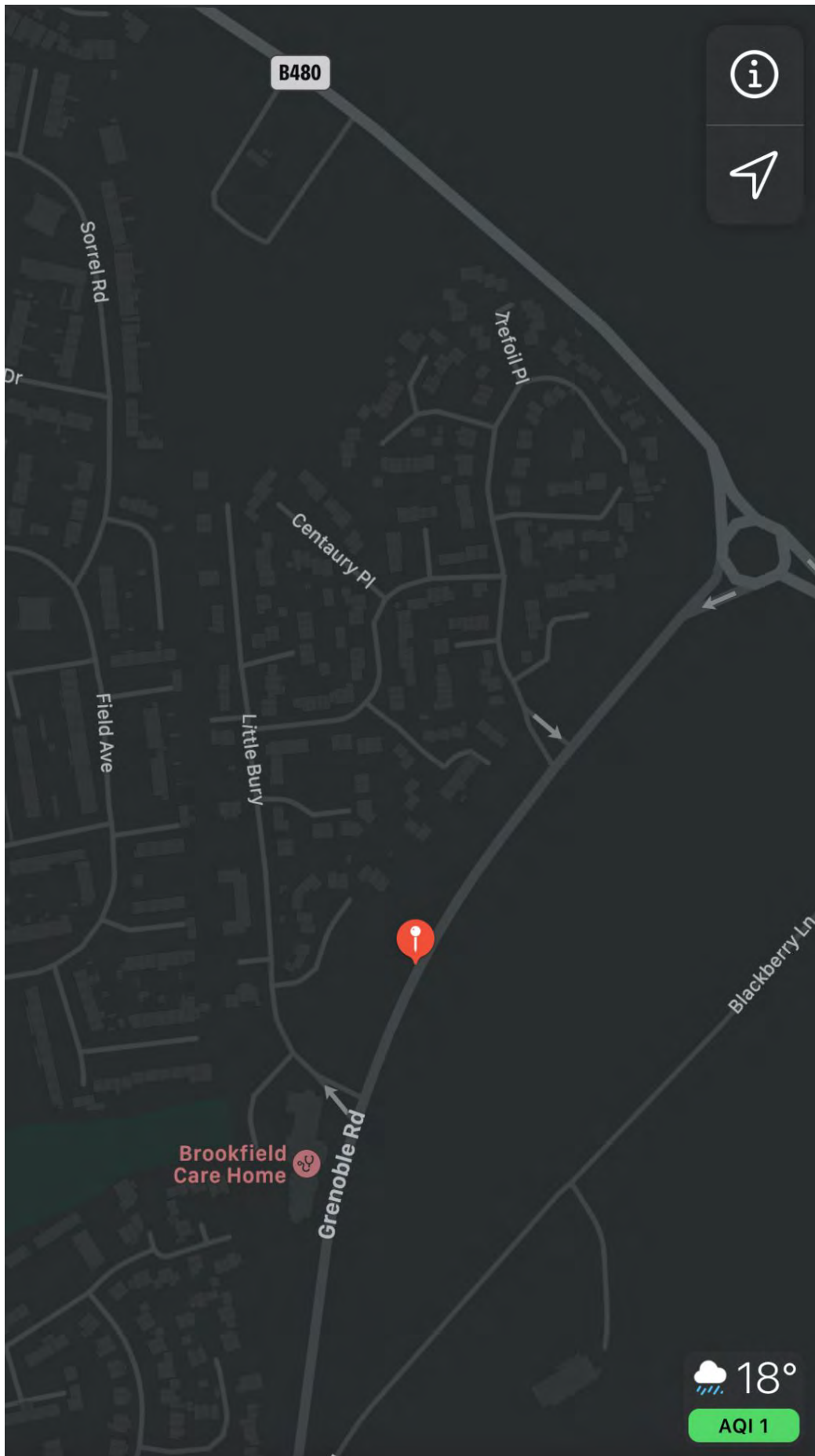


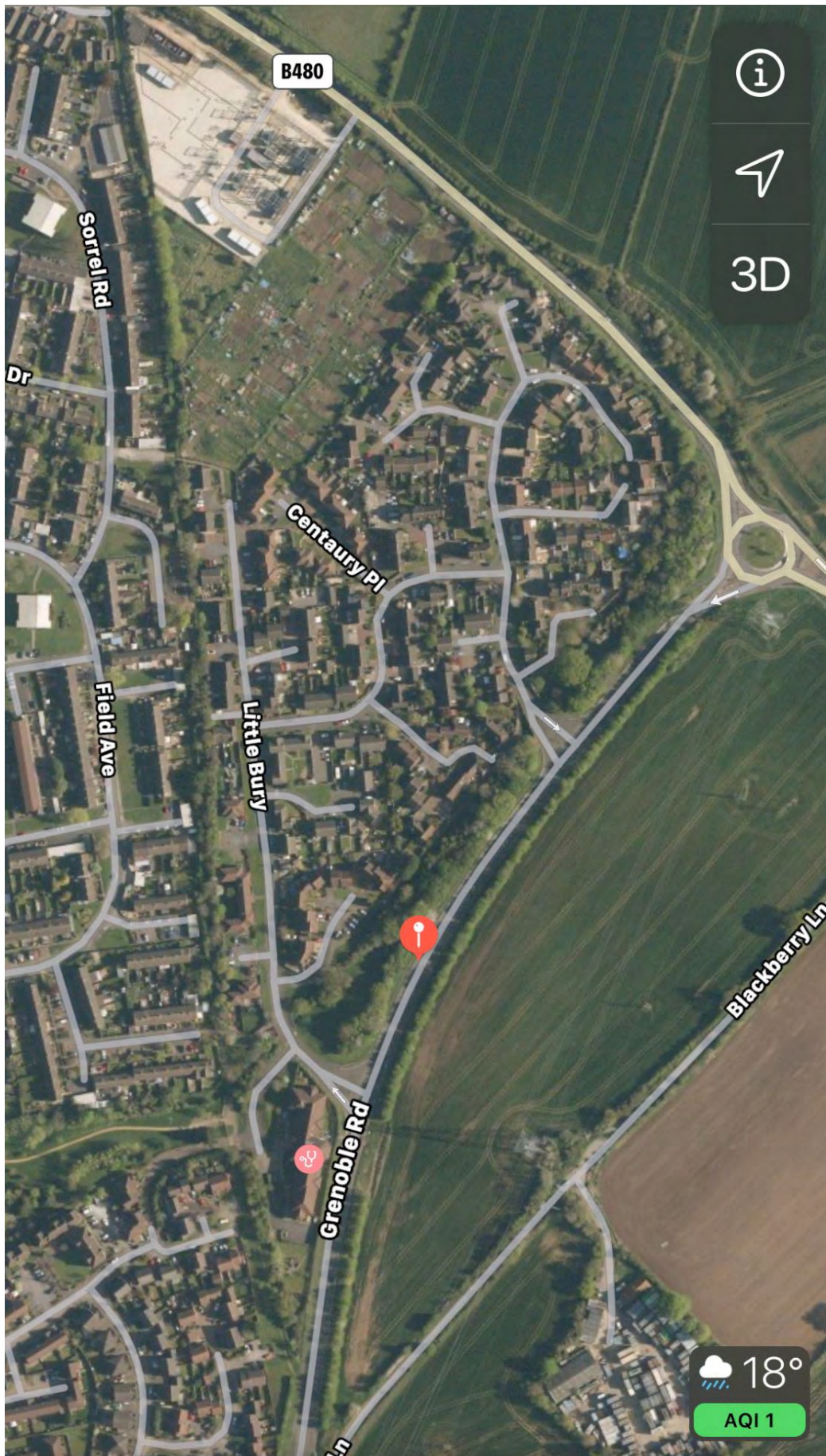
Date: 24-Jun-2020

Signed: _____



Hannah Brindley, Director (Virtual College)



















Oxford Direct Services Trading Ltd.
Commercial Recycling & Waste Management

Tel: 01865 335400
Email: tradewaste@oxfordds.co.uk
Web: www.oxforddirectservices.co.uk

Duty of Care: Controlled Waste Transfer Note

Contract Number:	
Valid From Date:	06/12/2021

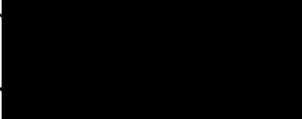
Premises Details	
Account Number:	
Business Name:	B'S STREET EAT
Business Address:	
Contact Name:	BLAINE MORRIS-SMITH
Contact Phone Number:	
Contact Email Address:	

Source of Waste:	RESTAURANTS AND MOBILE FOOD SERVICE ACTIVITIES
(SIC Code)	5610

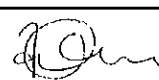
Collection Feature(s)	Waste Stream (EWC)	Number of Collection Feature(s)	Scheduled Collections per Week
FOOD WASTE 200L BIN	FOOD WASTE 200108	1	1
GENERAL WASTE 360L BIN	GENERAL WASTE 200301	1	1

Disposal Site	Waste Carrier Registration Number
M&M Skip Hire Ltd: Worton Park, Cassington, Witney, OX29 4FL (General Waste)	
Biffa Municipal Ltd: Unit 126, Culham No. 1 Site, Station Road, Abingdon, OX14 3DA. (Mixed Recycling)	
Agrivert Ltd: Cassington AD, Worton Farms, Yarnton, Oxon, OX7 4EB. (Food Waste)	
M&M Skip Hire Ltd: Worton Park, Cassington, Witney, OX29 4FL (Glass Only)	

By signing below I confirm that I have fulfilled my duty to apply the waste hierarchy as required by Regulation 12 of the Waste (England and Wales) Regulations 2011

Signed:	
Please Print your Name:	BLAINE MORRIS - SMITH
Status of Signatory:	B'S STREET EAT OWNER
Date:	6/12/21

Agreed on behalf of Oxford City Council, Direct Services, Marsh Road, Oxford, OX4 2HH

Signed:	
Name:	Ashley Buttress
Status of Signatory:	Commercial Recycling & Waste Manager

Serial No
862082

MOBILE CATERING VEHICLE/TRAILER CERTIFICATE

**TUDOR
CATERING
TRAILERS**



Gas Safe Reg.No: 301237

OWNER ADDRESS

Engineer Name : Mr A Tudor	Name: Blaine	Company:
Gas Safe ID card No: 20495060		
Company: Tudor Catering Trailers Ltd	Address:	Address:
Address: Unit 2 creslands, Oldmixon crescent		
Weston-s-Mare, BS24 9AX		
	Postcode:	Postcode:
Date: 06/11/2021	Tel. No:	

Vehicle details	Vehicle	Yes	Trailer
Reg Chassis No	Is the cylinder housing adequate?	Yes	Is LPG safety information displayed? Yes
Is a fire extinguisher available Yes	Is a fire blanket available?	Yes	Is there a safety ticket displayed? Yes

APPLIANCE SPECIFICS

	Appliance 1	Appliance 2	Appliance 3	Appliance 4	Appliance 5	Appliance 6	Appliance 7	Appliance 8
Type of Appliance	Chargrill	Griddle	Oven/Burners	Fryer	Fridge	Instant water		
Manufacturer	Lincat	Lincat	Lincat	Lincat	Lincat	Forcali		
Model No.	CG4/P	GS7/P	SLR6/P	J5/P	J10/P	FWH-6A-GLP		
Serial No.	30350488	30355941	30350254	30354646	30367318	2018020815		
Appliance secured	Yes	Yes	Yes	Yes	Yes	Yes		
Isolation valve fitted	Yes	Yes	Yes	Yes	Yes	Yes		
Type of Flue/Outlet (OF/RS/FL)	FL	FL	FL	FL	FL	FL		
INSPECTION								
Working pressure (Mbar or heat input kw or btu/h)	17	7	23	12	24	11		
Are safety devices Working? (Yes/No/NA)	Yes	Yes	Yes	Yes	Yes	Yes		
Visual Condition (Pass/Fail/NA)	Pass	Pass	Pass	Pass	Pass	Pass		
Adequate ventilation (Yes/No)	Yes	Yes	Yes	Yes	Yes	Yes		
Has the appliance been serviced (Yes/No)	New	New	New	New	New	New		
Flue flow check (Pass/Fail)	N/A	N/A	N/A	N/A	N/A	Pass		
Adequate flue termination (Yes/No)	N/A	N/A	N/A	N/A	N/A	Yes		
Spillage check (Pass / Fail)	N/A	N/A	N/A	N/A	N/A	Pass		
	Yes	Yes	Yes	Yes	Yes	Yes		
Emergency control valve accessible? (Y / N)	Yes				Yes		Regulator working pressure (mbar)	36
Visual inspection satisfactory? (Y / N)					Yes		Regulator lock up pressure (mbar)	39
Gas Tightness Test satisfactory? (Y / N)	Yes				Yes			

DEFECT (s) DETECTED

Appliance 1	Appliance 2	Appliance 3	Appliance 4	Appliance 5	Appliance 6	Appliance 7	Appliance 8

REMEDIAL WORK UNDERTAKEN

Appliance 1	Appliance 2	Appliance 3	Appliance 4	Appliance 5	Appliance 6	Appliance 7	Appliance 8

Received By Signature
Name :

Engineer Signature
Name :
Mr A Tudor

THE NEXT GAS SAFETY CHECK MUST BE COMPLETED IN 12 MONTHS - Any duplicates required £10+vat admin fee

To confirm the validity of the Registered Gas Engineer please contact Gas Safe on 0800 408 5577 or www.gassaferegister.co.uk



This certificate is not valid if the serial number has been defaced or altered

317971

DCN18

DOMESTIC ELECTRICAL INSTALLATION CERTIFICATE

Small installations up to 100 A single phase supply

Issued in accordance with BS 7671: 2018 - Requirements for Electrical Installations

Original (to the person ordering the work)

PART 1: DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION

DETAILS OF THE CONTRACTOR

Registration No: 502892
Trading Title: TUDOR CATERING TRAILERS
Address: UNIT 2 CRESLANDS OLDIMMUM
WESTON-S-MARLE
Postcode: BS24 9AX Tel No: 01934 420033

DETAILS OF THE CLIENT

Contractor Reference Number (CRN):
Name: N/A
Address: N/A
Postcode: Tel No:

DETAILS OF THE INSTALLATION

Occupier:
Address: N/A
Postcode: Tel No:

PART 2: DETAILS OF THE ELECTRICAL WORK COVERED BY THIS INSTALLATION CERTIFICATE

Date works completed: 6/11/21
The installation is -
New: (✓)
An addition: ()
An alteration: ()
Replacement of a consumer unit: ()
Description and extent of the installation covered by this certificate:
11 x lights 8x sockets 1x RMP 1x FAN
1x GAS MINDER
Where necessary, continue on a separate numbered page: Page No(s) ()

PART 3: NEXT INSPECTION OF THE ELECTRICAL INSTALLATION

I RECOMMEND that this installation is further inspected and tested after an interval of not more than: 12 months* (delete as appropriate)

PART 4: DECLARATION FOR THE ELECTRICAL INSTALLATION WORK

DESIGN, CONSTRUCTION, INSPECTION & TESTING

I, being the person responsible for the design, construction, inspection and testing of the electrical installation, particulars of which are described in PART 2, having exercised reasonable skill and care when carrying out the design and additionally where this certificate applies to an addition or alteration, having confirmed that the safety of the existing installation is not impaired, hereby CERTIFY that the design, construction, inspection and testing for which I have been responsible is to the best of my knowledge and belief in accordance with BS 7671: 2018, amended to 2018 (date) except for the following departures, if any, identified N/A

N/A details on attached page(s) () (Regulations 120.3, 133.1.3 and 133.5). • Where selectivity is required, details of the verification appended (536.4): () Page No(s) ()

Name (capitals): A. C. TUDOR Signature: Date: 6/11/21

REVIEWED BY QUALIFIED SUPERVISOR

Name (capitals): A. C. TUDOR Signature: Date: 6/11/21

*The proposed date for the next inspection should take into consideration any legislative or licensing requirements and the frequency and quality of maintenance that the installation can reasonably be expected to receive during its intended life. The period should be agreed between relevant parties.

This certificate is based on the model forms shown in Appendix 6 of BS 7671
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Warwick House, Houghton Hall Park, Houghton Regis, Dunstable, LU5 5ZX

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Please see the 'Notes for Recipient'

Page 1 of 5

DOMESTIC ELECTRICAL INSTALLATION CERTIFICATE

Small installations up to 100 A single phase supply

Issued in accordance with BS 7671: 2018 – Requirements for Electrical Installations

Original (to the person ordering the work)

PART 5: COMMENTS ON THE EXISTING INSTALLATION (in the case of an addition or alteration see Regulation 644.1.2)

N/A

PART 6: SUPPLY CHARACTERISTICS AND EARTHING ARRANGEMENTS

System type and earthing arrangements TN-C-S: (N/A) TN-S: (N/A) TT: (N/A) Other (state): Supply protective device (BS (EN) (N/A)) Type: (N/A) Rated current: () A	Number and type of live conductors AC 1-phase, 2-wire: () Other (state): (N/A) Confirmation of supply polarity: (N/A) Other sources of supply (as detailed on attached schedule) Page No(s): (N/A)	Nature of supply parameters Nominal line voltage to Earth, U_0 : (230) V ⁽¹⁾ By enquiry, measurement, or by calculation Nominal frequency, f : (50) Hz Prospective fault current, I_{pf} ⁽¹⁾ : (N/A) kA External loop impedance, Z_e ⁽¹⁾ : (N/A) Ω
---	--	---

PART 7: PARTICULARS OF INSTALLATION REFERRED TO IN THIS CERTIFICATE

Maximum demand (load): (N/A) A Means of Earthing Distributor's facility: (N/A) Installation earth electrode: (N/A) Where an earth electrode is used in part Type – rod(s), tape, etc: (N/A) Location: (N/A) Electrode resistance to Earth: () Ω	Main protective conductors Earthing conductor: (N/A) (material: N/A csa N/A mm ²) Connection / continuity verified: (N/A) Main protective bonding conductors: (material: COPPER csa 6 mm ²) Connection / continuity verified: (N/A)	Main protective bonding connections Water installation pipes: (N/A) Gas installation pipes: (N/A) Structural steel: (N/A) Oil installation pipes: (N/A) Lightning protection: (N/A) Other (state):	Main switch / Switch-fuse / Circuit-breaker / RCD Type: (BS (EN) 61008) (N/A) Location: (N/A) No. of poles: (2) Current rating: (25) A Rating / setting of device: (N/A) A Voltage rating: (N/A) V Where an RCD is used as the main switch RCD rated residual operating current, $I_{\Delta n}$: (N/A) mA Measured operating time: (N/A) ms Rated time delay: (N/A) ms
--	---	---	---

PART 8: SCHEDULES AND ADDITIONAL PAGES

Schedule of Inspections Page No(s): (N/A)	Schedule of Circuit Details and Test Results for the installation Page No(s): (N/A)	Additional pages, including data sheets for additional sources Page No(s): (N/A)	Special installations or locations (indicated in item 11.1 on page 4) Page No(s): (N/A)	Continuation sheets Page No(s): (N/A)
---	---	--	---	---

The pages identified are an essential part of this certificate.

*Where the installation is supplied by more than one source, the higher or highest values of prospective fault current, I_{pf} , and external earth fault loop impedance, Z_e , must be recorded.

DOMESTIC ELECTRICAL INSTALLATION CERTIFICATE

Small installations up to 100 A single phase supply

Issued in accordance with BS 7671: 2018 – Requirements for Electrical Installations

Original (to the person ordering the work)

PART 9: SCHEDULE OF ITEMS INSPECTED

1. External condition of intake equipment (visual inspection only)

(If inadequacies are identified with the intake equipment, it is recommended the person ordering the report informs the appropriate authority)

- 1.1 Service cable: (N/A)
- 1.2 Service head: (N/A)
- 1.3 Earthing arrangement: (N/A)
- 1.4 Meter tails: (N/A)
 - a) Cutout fuse to meter (N/A)
 - b) Meter to consumer unit (N/A)
- 1.5 Metering equipment: (N/A)
- 1.6 Isolator (where present): (N/A)

2. Presence of adequate arrangements for other sources

- 2.1 Adequate arrangements where a generating set operates as a switched alternative to the public supply: (N/A)
- 2.2 Adequate arrangements where generating set operates in parallel with the public supply: (N/A)
- 2.3 Presence of alternative / additional supply warning notices: (N/A)

3. Automatic disconnection of supply

- 3.1 Presence and adequacy of earthing and protective bonding arrangements: (N/A)
 - a) Installation earth electrode (where applicable) (N/A)
 - b) Earthing conductor and connections, including accessibility (N/A)
 - c) Main protective bonding conductors and connections, including accessibility (N/A)
 - d) Provision of safety electrical earthing/bonding labels at all appropriate locations (N/A)
 - e) RCD(s) provided for fault protection (N/A)

4. Basic protection

- 4.1 Presence and adequacy of measures to provide basic protection (prevention of contact with live parts) within the installation: (N/A)
 - a) Insulation of live parts e.g. conductors completely covered with durable insulating material (N/A)
 - b) Barriers or enclosures e.g. correct IP rating (N/A)

5. Additional protection

- 5.1 Presence and effectiveness of additional protection methods: (N/A)
 - a) RCD(s) not exceeding 30 mA operating current (N/A)
 - b) Supplementary bonding (N/A)
- 6. Other methods of protection
 - 6.1 Presence and effectiveness of methods which give both basic and fault protection: (N/A)
 - a) SELV system including the source and associated circuits (N/A)
 - b) PELV system including the source and associated circuits (N/A)
 - c) Double or reinforced insulation i.e. Class II or equivalent equipment and associated circuits (N/A)
 - d) Electrical separation for one item of equipment e.g. shaver supply unit (N/A)

7. Consumer unit(s) / distribution board(s)

- 7.1 Adequacy of access and working space for items of electrical equipment including switchgear: (N/A)
- 7.2 Components are suitable according to assembly manufacturer's instructions or literature: (N/A)
- 7.3 Presence of linked main switch(es): (N/A)
- 7.4 Isolators, for every circuit or group of circuits and all items of equipment: (N/A)
- 7.5 Suitability of enclosure(s) for IP and fire ratings: (N/A)
- 7.6 Protection against mechanical damage where cables enter equipment: (N/A)
- 7.7 Confirmation that ALL conductor connections are correctly located in terminals and are tight and secure: (N/A)
- 7.8 Avoidance of heating effects where cables enter ferromagnetic enclosures e.g. steel: (N/A)
- 7.9 Selection of correct type and ratings of circuit protective devices for overcurrent and fault protection: (N/A)
- 7.10 Confirmation overvoltage protection (SPDs) provided where specified: (N/A)
- 7.11 Indication of SPDs continued functionality confirmed: (N/A)
- 7.12 Adequacy of AFDD(s), where specified: (N/A)

7.13 Presence of appropriate circuit charts, warning and other notices:

- a) Provision of circuit charts/schedules or equivalent forms of information: (N/A)
- b) Warning notice of method of isolation where live parts not capable of being isolated by a single device: (N/A)
- c) Periodic inspection and testing notice: (N/A)
- d) Presence of RCD six-monthly notice, where required: (N/A)
- e) Warning notice of non-standard (mixed) colours of conductors present: (N/A)
- 7.14 Presence of labels to indicate the purpose of switchgear and protective devices: (N/A)

8. Circuits

- 8.1 Adequacy of conductors for current-carrying capacity with regard to type and nature of the installation: (N/A)
- 8.2 Cable installation methods suitable for the location(s) and external influences: (N/A)
- 8.3 Segregation/separation of Band I (ELV) and Band II (LV) circuits, and electrical and non-electrical services: (N/A)
- 8.4 Cables correctly erected and supported throughout, with protection against abrasion: (N/A)
- 8.5 Provision of fire barriers, and sealing arrangements where necessary: (N/A)
- 8.6 Non-sheathed cables enclosed throughout in conduit, ducting or trunking: (N/A)
- 8.7 Conductors correctly identified by colour, lettering or numbering: (N/A)
- 8.8 Presence, adequacy and correct termination of protective conductors: (N/A)
- 8.9 Cables and conductors correctly connected, enclosed and with no undue mechanical strain: (N/A)
- 8.10 No basic insulation of a conductor visible outside enclosure: (N/A)
- 8.11 Single-pole devices for switching or protection in line conductors only: (N/A)
- 8.12 Accessories not damaged, securely fixed, correctly connected, suitable for external influences: (N/A)
- 8.13 Cables concealed under floors, above ceilings or in walls / partitions, adequately protected against damage: (N/A)

DCN18

Public and Products Liability Certificate

Name of Policyholder: **Mr Blaine Morris-Smith T/as B's Street Eat**

Business Type: **Mobile Catering Van**

Insurance Company:

Policy Number:

Date of Commencement
of Insurance:

8th November 2021

Date of Expiry of Insurance:

7th November 2022

Type of Cover:

Public & Products Liability

Limit of Indemnity:

Subject to the Terms, Conditions and Exceptions of the full [REDACTED] Policy wording

Signed on behalf of

[REDACTED]



[REDACTED]

[REDACTED]

MOTOR • HOME • LIABILITY • TRAILER • COMMERCIAL

[REDACTED]

[REDACTED]



Tue 13/04/2021 09:57

Walker, Steve - Communities <Steve.Walker@Oxfordshire.gov.uk>

RE: Amended: New Application for Street Trading Consent - B's Street Eat, Grenoble Road, Oxford - 20/02886/STREET

To STEVENS David; SIDDLE Claire

Cc Stenning, Keith - Communities

 Follow up. Completed on 08 July 2021.

You forwarded this message on 13/04/2021 10:50.

This message was sent with High importance.

Morning All

I can confirm that Oxfordshire County Council have no comments to make and permit the proposed vehicle to be parked in the bays as per proposal

Regards

Steve Walker
Technical Officer
Oxford City
Ron Groves House
23 Oxford Road
Kidlington
OX5 2BP
Tel 01865815329
Mob 07803717781

Regulatory Services and Community Safety

St Aldate's Chambers, 109 St. Aldate's, Oxford OX1DS

Switchboard: 01865 249811

Email: street_trading@oxford.gov.uk

www.oxford.gov.uk



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

Oxford City Council grant a Street Trading Consent to:

Licence Holder: Blaine Morris-Smith

Consent Number: 21/03538/STREET

Consent Issued: 1st December 2021

Valid From: 3rd December 2021

Valid To: 31st March 2022

Fee: £695.00

Vehicle Details: Renault - [REDACTED]

Area/Site: Street Trading Site, Grenoble Road

Permitted Trading Days and Hours*:

06:00 – 14:00 Monday and Tuesday

06:00 – 20:00 Wednesday, Thursday and Friday

07:00 – 16:00 Sunday

Pitch must be vacated by 17:00 on weekday matches/fixtures at Kassam Stadium

Articles Sold: Hot food, salads, hot and cold drinks, confectionery.

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.

Ian Wright
Head of Regulatory Services and Community Safety

General Conditions for Street Trading Consents

1. It is a condition for the grant of your Consent that you supply a Waste Transfer Note or an agreement with a licensed waste carrier to dispose of your waste. Proof of purchase of commercial waste bags would be sufficient proof of a licensed waste carrier agreement.
2. It is a condition for the grant of your Street Trading Consent that the site must be vacated by 17:00 on weekday matches/fixtures at Kassam Stadium.
3. Street trading must only take place between the dates specified on the Certificate of Street Trading Consent.
4. Street trading must only take place during the operational hours specified on the Certificate of Street Trading Consent.
5. The Street Trading Consent relates only to the area/site vehicle or stall specified on the Certificate of Street Trading Consent.
6. The Street Trading Consent relates only to the vehicle or stall specified on the Certificate of Street Trading Consent.
7. Any significant changes to or replacement of a stall or vehicle must be approved by the Responsible Head of Service.
8. The vehicle or stall must be removed from the site at the end of each day's trading.
9. The Consent Holder's vehicle/stall must 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 must be maintained in a roadworthy condition, taxed, insured and with a current MOT Certificate. Vehicle movements must be carried out legally and must not present a risk to people and structures. The Consent Holder shall not drive or park a vehicle on any part of a footway.
11. The Consent Holder must 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.

12. If a Consent Holder or operator/assistant is requested to move the vehicle/stall by an authorised Council Officer or Police Officer they must immediately comply with that request.
13. For Weekly Street Traders on Cornmarket Street, the Consent Holder's stall must not exceed 2.3 metres in height nor occupy an area greater than 2.3 metres x 1.4 metres.
14. The Consent Holder must 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 etc. Act, 1974 and the Food Safety and Hygiene (England) Regulations 2013 (where relevant). Advice on these requirements is available from the Business Regulation Team.
15. The Consent Holder must conduct their business in a professional manner and in a way that minimises risks to employees and others.
16. The Consent Holder must take reasonable 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. A serviceable fire blanket and a suitable fire extinguisher shall be provided in all vehicles selling hot food.
17. Reasonable steps must be taken to ensure gas safety where gas appliances are used on a stall or vehicle. Gas appliances must be maintained and serviced as per manufacturer's instructions. Gas appliances and systems must be checked for safety by a competent Gas Safe engineer at least annually. Any faults or concerns in relation to gas safety must be appropriately investigated and made safe by a competent Gas Safe engineer as soon as possible.
18. The Consent Holder must not cause any nuisance or annoyance to any other user of the highway or the occupier of any land or building. In particular, Consent Holders must prevent excessive noise.
19. The Environmental Protection Act 1990 (as amended) places a duty of care on businesses to dispose of their trade waste in an appropriate manner. Trade waste must be stored appropriately and be disposed of by a licensed waste carrier. No water or waste material shall be discharged on to the highway or any adjacent property. The Consent holder shall take reasonable steps to ensure that litter arising from their own trade is minimised as far as possible, for example by making a bin available for customers to use.
20. A Street Trading Consent must not 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 subletting of a consent site is prohibited.

21. 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 Council of the name and address of that person. An administration fee will be payable.
22. Anyone who operates a stall/vehicle other than the Consent Holder must be authorised by the Council.
23. Consent holders must make adequate provisions to ensure access for wheelchair users or customers with disabilities.
24. A copy of the Consent must be displayed by the operator when trading and must be produced on demand to a Council Officer or Police Officer.
25. Consent Holders must have and maintain a proper insurance policy against public liability and third party risks. The minimum insurance cover shall be £5,000,000 and shall cover the operator's vehicle, or stall and any additional equipment under their control. If food is sold the insurance must specifically include cover against food poisoning to the same amount. Proof of cover must be produced to an officer of Oxford City Council on application and as required.
26. Annual Street Trading Consent fee installments are required quarterly, in advance. The first installment must be paid in advance of the issue of Consent. The remaining fee can be paid in installments on the following dates 1st July, 1st October and 2nd January. Alternatively, annual fees may be paid in full in advance.
27. 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 are listed on the Consent Certificate. These Special Conditions must also be complied with.
28. Consent holders must make full use of their Consent.

Conditions Specific to Food Traders

29. All packaging and utensils for use by customers shall be made of recycled or part recycled materials.
30. Food businesses must achieve and maintain a minimum Food Hygiene Rating of '3 – Generally Satisfactory'. The Hygiene Rating must be displayed prominently on the stall or vehicle.

31. Food handlers must hold a current Level 2 Award in Food Safety in Catering accredited by The Chartered Institute of Environmental Health or The Royal Institute for Public Health.
32. Food businesses must be registered as a food business with the Local Authority where the van/stall is kept overnight. Food businesses registered outside of the Oxford City Council area must be able to demonstrate food business registration, e.g. by written confirmation from the relevant local authority or by providing a copy of the latest inspection letter or report. Any changes in registration details must be notified to the relevant Local Authority.
33. All hot food vans/trailers are required to carry a basic first aid kit and have the means to contact the emergency services if necessary.

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.

Application for renewal of a Street Trading Consent Local Government (Miscellaneous Provisions) Act 1982

All data contained in this form will be handled in accordance with the Data Protection Act 1998. Information about how Oxford City Council will handle this data can be found at www.ico.gov.uk and also on www.oxford.gov.uk.

Note: Please refer to the checklist attached before you send in your application form – if any of the supporting documentation is missing, your application will NOT be processed and you risk a lapse in your Consent.

Part 1 – Your Details	
Applicants Full Name	Blaine MORRIS-SMITH
Address	[REDACTED]
Email address	[REDACTED]
Telephone Numbers	[REDACTED]
National Insurance Number	[REDACTED]
Date of Birth	[REDACTED]
Part 2 – Convictions	
Do you have any current criminal convictions (unspent under the Rehabilitation of Offenders Act 1974)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes , please give details including date of conviction, court, offence and penalty/sentence (continue on separate sheet if necessary) Please refer to Oxford City Council Street Trading Policy, Annex 4 for further information.	

Part 3 - What goods/items will you be selling		
Business Trading Name	B's Street Eat	
Type of goods/items to be sold <i>Please specify all items</i>	Hot food (breakfast rolls, burgers/hotdogs, fish, chips, vegan/meat free options), salads, hot beverages, cold drinks (non-alcoholic) including fruit juices and smoothies, cakes/confectionery including healthy options (cereal bars, nutrition bards, fruit, cakes/pastries, chocolate bars/sweets)	
If you intend to sell hot/cold food which Local Authority are you registered with <i>(food traders only)</i>	Oxford City Council	
Please complete the following details regarding your current Food Hygiene Inspection <i>(food traders only)</i>	Food Hygiene Rating: Not yet inspected	Date awarded: Not yet awarded
Please provide details of food packaging you are currently using to serve food to your customers <i>Include the material, brand and supplier (food traders only)</i>	Cardboard boxes (GreenPak) Papercups/lids/greaseproof paper (LimePack) Foil (Booker's Cash & Carry)	
If your food packaging is not made from recycled or part recycled materials, how long will it take you to use up your current supply/stock? <i>(food traders only)</i>	n/a <i>*From 1st April 2020 all packaging and utensils for use by customers must be made from recycled or part recycled materials. The Council will allow traders a period of grace to use up stock that will not comply with the new condition.</i>	
Vehicle registration number, make and model <i>(if applicable)</i>	[REDACTED] Renault Master 35 L3HI Platform DCI 130	
Will you be the sole operator of the vehicle or stall?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>If the answer is 'no' please complete an employee form for each member of staff.</i>	
Do you agree to comply with the Street Trading Policy?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

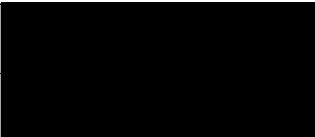
Declaration

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information, see <http://www.oxford.gov.uk/websitetools/privacy.cfm>.

The data you provide will assist in preventing crime and ensuring public safety. When you sign this application you are consenting to the sharing of this data with other Government Agencies in their efforts to combat crime.

I am aware that if any person knowingly or recklessly makes a false statement or omits any material, particular in giving information on this form, that person shall be guilty of an offence.

This means that if you as the applicant or anyone else gives false information or leaves out any information to help you get a Street Trading Consent, you and/or they can be prosecuted in court.

Applicants Name: Blaine MORRIS-SMITH		
Date: 24.01.22	Applicants Signature:	

Checklist and Notes – Application Documentation

You will need to submit the following documents in support of your application:

Please tick	
A copy of your passport and/or right to work in the UK documentation Non UK Nationals must demonstrate that they have the right to work in the UK. You can do this by providing copies of documents or by sharing a right to work code - https://www.gov.uk/prove-right-to-work	✓
Signed Fee Acceptance Form	n/a yet
Employee Forms Note: Please complete employee forms for all members of staff that intend to work on your street trading stall/vehicle.	✓
Public Liability Insurance Note: Consent Holders shall have and maintain a proper insurance policy against public liability and third party risks. The minimum insurance cover shall be £5,000,000 and shall cover the operators vehicle, or stall and any additional equipment under your control. If food is sold the insurance shall specifically include cover against food poisoning to the same amount.	✓
Waste Transfer Agreement Note: You must provide a valid in date Waste Transfer Agreement that details your waste collection arrangements.	✓
Copies of an up to date Food Hygiene Training certificate of level 2 or higher for you and ALL those who handle food Note: Your Certificate must be no more than 3 years old, accredited by The Chartered Institute of Environmental Health or The Royal Institute for Public Health.	✓
Gas safety certificate Note: If you sell hot food from a vehicle or trailer and use gas, you are required to have the gas equipment checked annually by a qualified gas engineer. This is to ensure public safety and that the equipment is safe to use.	✓

Applications received without the above supporting documents will be returned to you unprocessed and you risk a lapse in your Consent.

Certificate of Achievement

This certificate is awarded to

Blaine Morris-Smith

Who has successfully completed the online
training course and assessment in:

Level 2 Food Safety and Hygiene for Catering


An Introduction to Food Safety & Hygiene • The Importance of Food Safety
& Hygiene • Understanding Food Laws • Understanding HACCP
• The Importance of Personal Hygiene • The Importance of Design & Premises
Layout • The Importance of Cleaning • The Importance of Pest Control & Waste
Management • Understanding Allergens • Understanding Foodborne Illnesses
• Understanding Food Safety Hazards & Contamination • Understanding Bacterial
Growth & Temperature Control • The Importance of Food Preservation & Storage

Certificate Number:



Date: 24-Jun-2020

Signed:



Hannah Brindley, Director (Virtual College)

Street Trading Consent Employee Form

Local Government (Miscellaneous Provisions) Act 1982

www.oxford.gov.uk



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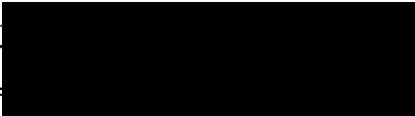
Full Name	Colin MORRIS-SMITH
Home Address	[REDACTED]
Postcode	[REDACTED]
Telephone Numbers	[REDACTED]
Email Address	[REDACTED]
Date of Birth	[REDACTED]
National Insurance Number	[REDACTED]
Name of Employer	B's Street Eat
Convictions	
Do you have any current criminal convictions (unspent under the Rehabilitation of Offenders Act 1974)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes , please give details including date of conviction, court, offence and penalty/sentence (continue on separate sheet if necessary) Please refer to Oxford City Council Street Trading Policy, Annex 4 for further information.	

Declaration

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The data you provide will assist in preventing crime and ensuring public safety. When you sign this application you are consenting to the sharing of this data with other Government Agencies in their efforts to combat crime.

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Applicants Name: Colin MORRIS-SMITH	
Date: 24.01.2022	Applicants Signature: 

Checklist and Notes – Application Documentation

You will need to submit the following documents in support of your application:

Please tick

A copy of your passport and/or right to work in the UK documentation Non UK Nationals must demonstrate that they have the right to work in the UK. You can do this by providing copies of documents or by sharing a right to work code - https://www.gov.uk/prove-right-to-work	√
A passport sized photograph of yourself (please write your name on the reverse)	√
A copy of your Level 2 Food Hygiene Certificate Note: Your Certificate must be no more than 3 years old, accredited by The Chartered Institute of Environmental Health or The Royal Institute for Public Health.	√

Applications received without the above supporting documents will be returned to you unprocessed.



NCASS
NATIONWIDE
CATERERS
ASSOCIATION



City & Guilds
Accredited

Colin Morris-Smith

NCASS FOOD HYGIENE LEVEL 2

This is to certify that the above named has completed an online course in the following subjects: Food Poisoning, Cleaning, Refuse, Pest Control, Health & Safety, Safe Food Handling, Food Safety Risk Assessment, Legislation, HACCP, COSHH, Electrical Safety and Cross Contamination.

Date Completed	22/Jan/2022
Valid Until	22/Jan/2025
Course Centre	Online

R Fox (Director)
On behalf of the association

85 **PDF COPY**
From NCASS



Cert No. 5166369

Street Trading Consent Employee Form

Local Government (Miscellaneous Provisions) Act 1982

www.oxford.gov.uk



All data contained in this form will be handled in accordance with the Data Protection Act 1998. Information about how Oxford City Council will handle this data can be found at www.ico.gov.uk and also on www.oxford.gov.uk.


Full Name	Mitchell MORRIS
Home Address	[REDACTED]
Postcode	[REDACTED]
Telephone Numbers	[REDACTED]
Email Address	[REDACTED]
Date of Birth	[REDACTED]
National Insurance Number	[REDACTED]
Name of Employer	B's Street Eat
Convictions	
Do you have any current criminal convictions (unspent under the Rehabilitation of Offenders Act 1974)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes , please give details including date of conviction, court, offence and penalty/sentence (continue on separate sheet if necessary) Please refer to Oxford City Council Street Trading Policy, Annex 4 for further information.	

Declaration

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I am aware that if any person knowingly or recklessly makes a false statement or omits any material, particular in giving information on this form, that person shall be guilty of an offence.

Applicants Name: Mitchell MORRIS	
Date: 24.01.22	Applicants Signature: 

Checklist and Notes – Application Documentation

You will need to submit the following documents in support of your application:

Please tick

A copy of your passport and/or right to work in the UK documentation Non UK Nationals must demonstrate that they have the right to work in the UK. You can do this by providing copies of documents or by sharing a right to work code - https://www.gov.uk/prove-right-to-work	√
A passport sized photograph of yourself (please write your name on the reverse)	√
A copy of your Level 2 Food Hygiene Certificate Note: Your Certificate must be no more than 3 years old, accredited by The Chartered Institute of Environmental Health or The Royal Institute for Public Health.	√

Applications received without the above supporting documents will be returned to you unprocessed.



CERTIFICATE OF ACHIEVEMENT

Issued to:

Mitchell Morris

for successfully completing the course:

Level 2 Food Hygiene & Safety (Catering)

Completed on January 17, 2022

An industry certified interactive training course that ensures food handlers meet UK/EU standards for Food Hygiene



Issued by Essential Food Hygiene Ltd
www.essentialfoodhygiene.co.uk




Joanne Kerry, Director



Oxford Direct Services Trading Ltd.
Commercial Recycling & Waste Management

Tel: 01865 335400
Email: tradewaste@oxfordds.co.uk
Web: www.oxforddirectservices.co.uk

Duty of Care: Controlled Waste Transfer Note

Contract Number:	
Valid From Date:	06/12/2021

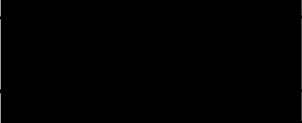
Premises Details	
Account Number:	
Business Name:	B'S STREET EAT
Business Address:	
Contact Name:	BLAINE MORRIS-SMITH
Contact Phone Number:	
Contact Email Address:	

Source of Waste:	RESTAURANTS AND MOBILE FOOD SERVICE ACTIVITIES
(SIC Code)	5610

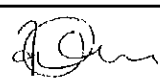
Collection Feature(s)	Waste Stream (EWC)	Number of Collection Feature(s)	Scheduled Collections per Week
FOOD WASTE 200L BIN	FOOD WASTE 200108	1	1
GENERAL WASTE 360L BIN	GENERAL WASTE 200301	1	1

Disposal Site	Waste Carrier Registration Number
M&M Skip Hire Ltd: Worton Park, Cassington, Witney, OX29 4FL (General Waste)	
Biffa Municipal Ltd: Unit 126, Culham No. 1 Site, Station Road, Abingdon, OX14 3DA. (Mixed Recycling)	
Agrivert Ltd: Cassington AD, Worton Farms, Yarnton, Oxon, OX7 4EB. (Food Waste)	
M&M Skip Hire Ltd: Worton Park, Cassington, Witney, OX29 4FL (Glass Only)	

By signing below I confirm that I have fulfilled my duty to apply the waste hierarchy as required by Regulation 12 of the Waste (England and Wales) Regulations 2011

Signed:	
Please Print your Name:	BLAINE MORRIS - SMITH
Status of Signatory:	BIS STREET EAT OWNER
Date:	6/12/21

Agreed on behalf of Oxford City Council, Direct Services, Marsh Road, Oxford, OX4 2HH

Signed:	
Name:	Ashley Buttress
Status of Signatory:	Commercial Recycling & Waste Manager

Serial No
862082

MOBILE CATERING VEHICLE/TRAILER CERTIFICATE

**TUDOR
CATERING
TRAILERS**



Gas Safe Reg.No: 301237

OWNER ADDRESS

Engineer Name : Mr A Tudor	Name: Blaine	Company:
Gas Safe ID card No: 20495060		
Company: Tudor Catering Trailers Ltd	Address:	Address:
Address: Unit 2 creslands, Oldmixon crescent		
Weston-s-Mare, BS24 9AX		
	Postcode:	Postcode:
Date: 06/11/2021	Tel. No:	

Vehicle details	Vehicle	Yes	Trailer		
Reg Chassis No	Is the cylinder housing adequate?	Yes	Is LPG safety information displayed?	Yes	
Is a fire extinguisher available	Yes	Is a fire blanket available?	Yes	Is there a safety ticket displayed?	Yes

APPLIANCE SPECIFICS

	Appliance 1	Appliance 2	Appliance 3	Appliance 4	Appliance 5	Appliance 6	Appliance 7	Appliance 8
Type of Appliance	Chargrill	Griddle	Oven/Burners	Fryer	Fridge	Instant water		
Manufacturer	Lincat	Lincat	Lincat	Lincat	Lincat	Forcali		
Model No.	CG4/P	GS7/P	SLR6/P	J5/P	J10/P	FWH-6A-GLP		
Serial No.	30350488	30355941	30350254	30354646	30367318	2018020815		
Appliance secured	Yes	Yes	Yes	Yes	Yes	Yes		
Isolation valve fitted	Yes	Yes	Yes	Yes	Yes	Yes		
Type of Flue/Outlet (OF/RS/FL)	FL	FL	FL	FL	FL	FL		
INSPECTION								
Working pressure (Mbar or heat input kw or btu/h)	17	7	23	12	24	11		
Are safety devices Working? (Yes/No/NA)	Yes	Yes	Yes	Yes	Yes	Yes		
Visual Condition (Pass/Fail/NA)	Pass	Pass	Pass	Pass	Pass	Pass		
Adequate ventilation (Yes/No)	Yes	Yes	Yes	Yes	Yes	Yes		
Has the appliance been serviced (Yes/No)	New	New	New	New	New	New		
Flue flow check (Pass/Fail)	N/A	N/A	N/A	N/A	N/A	Pass		
Adequate flue termination (Yes/No)	N/A	N/A	N/A	N/A	N/A	Yes		
Spillage check (Pass / Fail)	N/A	N/A	N/A	N/A	N/A	Pass		
	Yes	Yes	Yes	Yes	Yes	Yes		
Emergency control valve accessible? (Y / N)	Yes		Visual inspection satisfactory? (Y / N)	Yes	Regulator working pressure (mbar)	36		
Gas Tightness Test satisfactory? (Y / N)	Yes		Connection hose to installation adequate? (Y / N)	Yes	Regulator lock up pressure (mbar)	39		

DEFECT (s) DETECTED

Appliance 1	Appliance 2	Appliance 3	Appliance 4	Appliance 5	Appliance 6	Appliance 7	Appliance 8

REMEDIAL WORK UNDERTAKEN

Appliance 1	Appliance 2	Appliance 3	Appliance 4	Appliance 5	Appliance 6	Appliance 7	Appliance 8

Received By Signature
Name :

Engineer Signature
Name :
Mr A Tudor

THE NEXT GAS SAFETY CHECK MUST BE COMPLETED IN 12 MONTHS - Any duplicates required £10+vat admin fee

To confirm the validity of the Registered Gas Engineer please contact Gas Safe on 0800 408 5577 or www.gassaferegister.co.uk



This certificate is not valid if the serial number has been defaced or altered

317971

DCN18

DOMESTIC ELECTRICAL INSTALLATION CERTIFICATE

Small installations up to 100 A single phase supply

Issued in accordance with BS 7671: 2018 - Requirements for Electrical Installations

Original (to the person ordering the work)

PART 1: DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION

DETAILS OF THE CONTRACTOR

Registration No: 502892
Trading Title: TUDOR CATERING TRAILERS
Address: UNIT 2 CRESLANDS OLDIMMUM
WESTON-S-MARLE
Postcode: BS24 9AX Tel No: 01934 420033

DETAILS OF THE CLIENT

Contractor Reference Number (CRN):
Name: N/A
Address: N/A
Postcode: Tel No:

DETAILS OF THE INSTALLATION

Occupier:
Address: N/A
Postcode: Tel No:

PART 2: DETAILS OF THE ELECTRICAL WORK COVERED BY THIS INSTALLATION CERTIFICATE

Date works completed: 6/11/21
The installation is -
New: (✓)
An addition: ()
An alteration: ()
Replacement of a consumer unit: ()
Description and extent of the installation covered by this certificate:
11 x lights 8x sockets 1x RMP 1x FAN
1x GAS MINDER
Where necessary, continue on a separate numbered page: Page No(s) ()

PART 3: NEXT INSPECTION OF THE ELECTRICAL INSTALLATION

I RECOMMEND that this installation is further inspected and tested after an interval of not more than: 12 months* (delete as appropriate)

PART 4: DECLARATION FOR THE ELECTRICAL INSTALLATION WORK

DESIGN, CONSTRUCTION, INSPECTION & TESTING

I, being the person responsible for the design, construction, inspection and testing of the electrical installation, particulars of which are described in PART 2, having exercised reasonable skill and care when carrying out the design and additionally where this certificate applies to an addition or alteration, having confirmed that the safety of the existing installation is not impaired, hereby CERTIFY that the design, construction, inspection and testing for which I have been responsible is to the best of my knowledge and belief in accordance with BS 7671: 2018, amended to 2018 (date) except for the following departures, if any, identified N/A

N/A details on attached page(s) () (Regulations 120.3, 133.1.3 and 133.5). • Where selectivity is required, details of the verification appended (536.4): () Page No(s) ()

Name (capitals): A. C. TUDOR Signature: Date: 6/11/21

REVIEWED BY QUALIFIED SUPERVISOR

Name (capitals): A. C. TUDOR Signature: Date: 6/11/21

*The proposed date for the next inspection should take into consideration any legislative or licensing requirements and the frequency and quality of maintenance that the installation can reasonably be expected to receive during its intended life. The period should be agreed between relevant parties.

This certificate is based on the model forms shown in Appendix 6 of BS 7671
Published by Certsure LLP Certsure LLP operates the NICEIC & ELECSA brands
Warwick House, Houghton Hall Park, Houghton Regis, Dunstable, LU5 5ZX

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Please see the 'Notes for Recipient'

Page 1 of 5

DOMESTIC ELECTRICAL INSTALLATION CERTIFICATE

Small installations up to 100 A single phase supply

Issued in accordance with BS 7671: 2018 – Requirements for Electrical Installations

Original (to the person ordering the work)

PART 5: COMMENTS ON THE EXISTING INSTALLATION (in the case of an addition or alteration see Regulation 644.1.2)

N/A

PART 6: SUPPLY CHARACTERISTICS AND EARTHING ARRANGEMENTS

System type and earthing arrangements TN-C-S: (N/A) TN-S: (N/A) TT: (N/A) Other (state): Supply protective device (BS (EN) (N/A)) Type: (N/A) Rated current: () A	Number and type of live conductors AC 1-phase, 2-wire: () Other (state): (N/A) Confirmation of supply polarity: (N/A) Other sources of supply (as detailed on attached schedule) Page No(s): (N/A)	Nature of supply parameters Nominal line voltage to Earth, U_0 : (230) V ⁽¹⁾ By enquiry, measurement, or by calculation Nominal frequency, f : (50) Hz Prospective fault current, I_{pf} ⁽¹⁾ : (N/A) kA External loop impedance, Z_e ⁽¹⁾ : (N/A) Ω
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PART 7: PARTICULARS OF INSTALLATION REFERRED TO IN THIS CERTIFICATE

Maximum demand (load): (N/A) A Means of Earthing Distributor's facility: (N/A) Installation earth electrode: (N/A) Where an earth electrode is used in part Type – rod(s), tape, etc: (N/A) Location: (N/A) Electrode resistance to Earth: () Ω	Main protective conductors Earthing conductor: (N/A) (material: N/A csa N/A mm ²) Connection / continuity verified: (N/A) Main protective bonding conductors: (material: COPPER csa 6 mm ²) Connection / continuity verified: (N/A)	Main protective bonding connections Water installation pipes: (N/A) Gas installation pipes: (N/A) Structural steel: (N/A) Oil installation pipes: (N/A) Lightning protection: (N/A) Other (state):	Main switch / Switch-fuse / Circuit-breaker / RCD Type: (BS (EN) 61008) (N/A) Location: (N/A) No. of poles: (2) Current rating: (25) A Rating / setting of device: (N/A) A Voltage rating: (N/A) V Where an RCD is used as the main switch RCD rated residual operating current, $I_{\Delta n}$: (N/A) mA Measured operating time: (N/A) ms Rated time delay: (N/A) ms
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PART 8: SCHEDULES AND ADDITIONAL PAGES

Schedule of Inspections Page No(s): (N/A)	Schedule of Circuit Details and Test Results for the installation Page No(s): (N/A)	Additional pages, including data sheets for additional sources Page No(s): (N/A)	Special installations or locations (indicated in item 11.1 on page 4) Page No(s): (N/A)	Continuation sheets Page No(s): (N/A)
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The pages identified are an essential part of this certificate.

*Where the installation is supplied by more than one source, the higher or highest values of prospective fault current, I_{pf} , and external earth fault loop impedance, Z_e , must be recorded.

DOMESTIC ELECTRICAL INSTALLATION CERTIFICATE

Small installations up to 100 A single phase supply

Issued in accordance with BS 7671: 2018 – Requirements for Electrical Installations

Original (to the person ordering the work)

PART 9: SCHEDULE OF ITEMS INSPECTED

1. External condition of intake equipment (visual inspection only)

(If inadequacies are identified with the intake equipment, it is recommended the person ordering the report informs the appropriate authority)

- 1.1 Service cable: (N/A)
- 1.2 Service head: (N/A)
- 1.3 Earthing arrangement: (N/A)
- 1.4 Meter tails: (N/A)
 - a) Cutout fuse to meter (N/A)
 - b) Meter to consumer unit (N/A)
- 1.5 Metering equipment: (N/A)
- 1.6 Isolator (where present): (N/A)

2. Presence of adequate arrangements for other sources

- 2.1 Adequate arrangements where a generating set operates as a switched alternative to the public supply: (N/A)
- 2.2 Adequate arrangements where generating set operates in parallel with the public supply: (N/A)
- 2.3 Presence of alternative / additional supply warning notices: (N/A)

3. Automatic disconnection of supply

- 3.1 Presence and adequacy of earthing and protective bonding arrangements: (N/A)
 - a) Installation earth electrode (where applicable) (N/A)
 - b) Earthing conductor and connections, including accessibility (N/A)
 - c) Main protective bonding conductors and connections, including accessibility (N/A)
 - d) Provision of safety electrical earthing/bonding labels at all appropriate locations (N/A)
 - e) RCD(s) provided for fault protection (N/A)

4. Basic protection

- 4.1 Presence and adequacy of measures to provide basic protection (prevention of contact with live parts) within the installation: (N/A)
 - a) Insulation of live parts e.g. conductors completely covered with durable insulating material (N/A)
 - b) Barriers or enclosures e.g. correct IP rating (N/A)

5. Additional protection

- 5.1 Presence and effectiveness of additional protection methods: (N/A)
 - a) RCD(s) not exceeding 30 mA operating current (N/A)
 - b) Supplementary bonding (N/A)

6. Other methods of protection

- 6.1 Presence and effectiveness of methods which give both basic and fault protection: (N/A)
 - a) SELV system including the source and associated circuits (N/A)
 - b) PELV system including the source and associated circuits (N/A)
 - c) Double or reinforced insulation i.e. Class II or equivalent equipment and associated circuits (N/A)
 - d) Electrical separation for one item of equipment e.g. shaver supply unit (N/A)

7. Consumer unit(s) / distribution board(s)

- 7.1 Adequacy of access and working space for items of electrical equipment including switchgear: (N/A)
- 7.2 Components are suitable according to assembly manufacturer's instructions or literature: (N/A)
- 7.3 Presence of linked main switch(es): (N/A)
- 7.4 Isolators, for every circuit or group of circuits and all items of equipment: (N/A)
- 7.5 Suitability of enclosure(s) for IP and fire ratings: (N/A)
- 7.6 Protection against mechanical damage where cables enter equipment: (N/A)
- 7.7 Confirmation that ALL conductor connections are correctly located in terminals and are tight and secure: (N/A)
- 7.8 Avoidance of heating effects where cables enter ferromagnetic enclosures e.g. steel: (N/A)
- 7.9 Selection of correct type and ratings of circuit protective devices for overcurrent and fault protection: (N/A)
- 7.10 Confirmation overvoltage protection (SPDs) provided where specified: (N/A)
- 7.11 Indication of SPDs continued functionality confirmed: (N/A)
- 7.12 Adequacy of AFDD(s), where specified: (N/A)

7.13 Presence of appropriate circuit charts, warning and other notices:

- a) Provision of circuit charts/schedules or equivalent forms of information: (N/A)
- b) Warning notice of method of isolation where live parts not capable of being isolated by a single device: (N/A)
- c) Periodic inspection and testing notice: (N/A)
- d) Presence of RCD six-monthly notice, where required: (N/A)
- e) Warning notice of non-standard (mixed) colours of conductors present: (N/A)
- 7.14 Presence of labels to indicate the purpose of switchgear and protective devices: (N/A)

8. Circuits

- 8.1 Adequacy of conductors for current-carrying capacity with regard to type and nature of the installation: (N/A)
- 8.2 Cable installation methods suitable for the location(s) and external influences: (N/A)
- 8.3 Segregation/separation of Band I (ELV) and Band II (LV) circuits, and electrical and non-electrical services: (N/A)
- 8.4 Cables correctly erected and supported throughout, with protection against abrasion: (N/A)
- 8.5 Provision of fire barriers, and sealing arrangements where necessary: (N/A)
- 8.6 Non-sheathed cables enclosed throughout in conduit, ducting or trunking: (N/A)
- 8.7 Conductors correctly identified by colour, lettering or numbering: (N/A)
- 8.8 Presence, adequacy and correct termination of protective conductors: (N/A)
- 8.9 Cables and conductors correctly connected, enclosed and with no undue mechanical strain: (N/A)
- 8.10 No basic insulation of a conductor visible outside enclosure: (N/A)
- 8.11 Single-pole devices for switching or protection in line conductors only: (N/A)
- 8.12 Accessories not damaged, securely fixed, correctly connected, suitable for external influences: (N/A)
- 8.13 Cables concealed under floors, above ceilings or in walls / partitions, adequately protected against damage: (N/A)

DCN18

Public and Products Liability Certificate

Name of Policyholder: **Mr Blaine Morris-Smith T/as B's Street Eat**

Business Type: **Mobile Catering Van**

Insurance Company:

Policy Number:

Date of Commencement
of Insurance:

8th November 2021

Date of Expiry of Insurance:

7th November 2022

Type of Cover:

Public & Products Liability

Limit of Indemnity:

Subject to the Terms, Conditions and Exceptions of the full Aviva Policy wording

[Redacted]



[Redacted]

[Redacted]

MOTOR • HOME • LIABILITY • TRAILER • COMMERCIAL

[Redacted]

[Redacted]

Mr Blaine Morris-Smith

24 March 2022

Our ref: 22/00157/STREET

Dear Mr Morris-Smith,

Local Government (Miscellaneous Provisions) Act 1982

Application for Street Trading Consent 2022/2023

Please find enclosed your Street Trading Certificate for the 2022/2023 trading period. This certificate must be displayed at your stall or vehicle and produced on request by an authorised officer of Oxford City Council or by a Police Officer. This is a condition of your Street Trading Consent and must be adhered to.

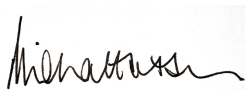
Please note your consent is only for 3 months. This is because, as a new consent, in line with our Street Trading Policy, the General Purposes Licensing Casework Committee must consider the application. I shall be in touch shortly to advise you of this process and give you hearing date.

May I take this opportunity to express to you the importance of only trading within your permitted hours. Oxford City Council must remind all traders that by trading after the hours permitted on your Street Trading Consent you are committing an offence under the Local Government (Miscellaneous Provisions) Act 1982 and the Licensing Act 2003.

Regular checks will be made to ensure compliance with conditions of Street Trading Consent. Any Consent holders caught trading out of hours risk revocation of their Consent and prosecution for the offences of trading without Street Trading Consent or a Premises Licence.

If you have any queries please do not hesitate to contact me.

Yours sincerely,



Michael Watson
Interim Licensing Officer
Business Regulation Team

Regulatory Services and Community Safety

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

Switchboard: 01865 249811

Email: street_trading@oxford.gov.uk

www.oxford.gov.uk



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

Oxford City Council grant a Street Trading Consent to:

Licence Holder: Mr Blaine Morris-Smith

Consent Number: 22/00157/STREET

Consent Issued: 24 March 2022

Valid From: 1st April 2022

Valid To: 30th June 2022

Fee: £695

Vehicle Details: Renault Master [REDACTED]

Area/Site: Street Trading Site, Lamppost Location 155, Grenoble Road, Oxford

Permitted Trading Days and Hours:

06:00 – 14:00 Monday and Tuesday

06:00 – 20:00 Wednesday, Thursday and Friday

07:00 – 16:00 Sunday

Pitch must be vacated by 17:00 on weekday matches/fixtures at Kassam Stadium

Articles Sold: Hot food, salads, hot and cold drinks, confectionery

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.

Ian Wright
Head of Regulatory Services and Community Safety

General Conditions for Street Trading Consents

1. Street trading must only take place between the dates specified on the Certificate of Street Trading Consent.
2. Street trading must only take place during the operational hours specified on the Certificate of Street Trading Consent.
3. The Street Trading Consent relates only to the area/site vehicle or stall specified on the Certificate of Street Trading Consent.
4. The Street Trading Consent relates only to the vehicle or stall specified on the Certificate of Street Trading Consent.
5. Any significant changes to or replacement of a stall or vehicle must be approved by the Responsible Head of Service.
6. The vehicle or stall must be removed from the site at the end of each day's trading.
7. The Consent Holder's vehicle/stall must 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.
8. The Consent Holder's vehicle must be maintained in a roadworthy condition, taxed, insured and with a current MOT Certificate. Vehicle movements must be carried out legally and must not present a risk to people and structures. The Consent Holder shall not drive or park a vehicle on any part of a footway.
9. The Consent Holder must 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.
10. If a Consent Holder or operator/assistant is requested to move the vehicle/stall by an authorised Council Officer or Police Officer they must immediately comply with that request.
11. For Weekly Street Traders on Cornmarket Street, the Consent Holder's stall must not exceed 2.3 metres in height nor occupy an area greater than 2.3 metres x 1.4 metres.

12. The Consent Holder must 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 etc. Act, 1974 and the Food Safety and Hygiene (England) Regulations 2013 (where relevant). Advice on these requirements is available from the Business Regulation Team.
13. The Consent Holder must conduct their business in a professional manner and in a way that minimises risks to employees and others.
14. The Consent Holder must take reasonable 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. A serviceable fire blanket and a suitable fire extinguisher shall be provided in all vehicles selling hot food.
15. Reasonable steps must be taken to ensure gas safety where gas appliances are used on a stall or vehicle. Gas appliances must be maintained and serviced as per manufacturer's instructions. Gas appliances and systems must be checked for safety by a competent Gas Safe engineer at least annually. Any faults or concerns in relation to gas safety must be appropriately investigated and made safe by a competent Gas Safe engineer as soon as possible.
16. The Consent Holder must not cause any nuisance or annoyance to any other user of the highway or the occupier of any land or building. In particular, Consent Holders must prevent excessive noise.
17. The Environmental Protection Act 1990 (as amended) places a duty of care on businesses to dispose of their trade waste in an appropriate manner. Trade waste must be stored appropriately and be disposed of by a licensed waste carrier. No water or waste material shall be discharged on to the highway or any adjacent property. The Consent holder shall take reasonable steps to ensure that litter arising from their own trade is minimised as far as possible, for example by making a bin available for customers to use.
18. A Street Trading Consent must not 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 subletting of a consent site is prohibited.
19. 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 Council of the name and address of that person. An administration fee will be payable.

20. Anyone who operates a stall/vehicle other than the Consent Holder must be authorised by the Council.
21. Consent holders must make adequate provisions to ensure access for wheelchair users or customers with disabilities.
22. A copy of the Consent must be displayed by the operator when trading and must be produced on demand to a Council Officer or Police Officer.
23. Consent Holders must have and maintain a proper insurance policy against public liability and third party risks. The minimum insurance cover shall be £5,000,000 and shall cover the operator's vehicle, or stall and any additional equipment under their control. If food is sold the insurance must specifically include cover against food poisoning to the same amount. Proof of cover must be produced to an officer of Oxford City Council on application and as required.
24. Annual Street Trading Consent fee installments are required quarterly, in advance. The first installment must be paid in advance of the issue of Consent. The remaining fee can be paid in installments on the following dates 1st July, 1st October and 2nd January. Alternatively, annual fees may be paid in full in advance.
25. 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 are listed on the Consent Certificate. These Special Conditions must also be complied with.
26. Consent holders must make full use of their Consent.

Conditions Specific to Food Traders

27. All packaging and utensils for use by customers shall be made of recycled or part recycled materials.
28. Food businesses must achieve and maintain a minimum Food Hygiene Rating of '3 – Generally Satisfactory'. The Hygiene Rating must be displayed prominently on the stall or vehicle.
29. Food handlers must hold a current Level 2 Award in Food Safety in Catering accredited by The Chartered Institute of Environmental Health or The Royal Institute for Public Health.
30. Food businesses must be registered as a food business with the Local Authority where the van/stall is kept overnight. Food businesses registered outside of the Oxford City Council area must be able to demonstrate food business registration, e.g.

by written confirmation from the relevant local authority or by providing a copy of the latest inspection letter or report. Any changes in registration details must be notified to the relevant Local Authority.

31. All hot food vans/trailers are required to carry a basic first aid kit and have the means to contact the emergency services if necessary.

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.

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To: General Purposes Licensing Casework Sub Committee

Date: 23 May 2022

Report of: Head of Regulatory Services & Community Safety

Title of Report: Street Trading application for Consent for longer than three months

Summary and recommendations	
Purpose of report:	This consider an application for Street Trading Consent for a period of longer than three months.
Corporate Priority:	Enable an inclusive economy Support thriving communities
Policy Framework:	None
Recommendation(s): That the General Purposes Licensing Casework Sub-Committee notes the contents of this report	

Introduction and background

1. In 1986 the Council resolved that Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982 should apply to its area. Under Schedule 4 the Council can manage street trading by designating streets as “consent streets”, “licence streets” or “prohibited streets”. All streets within Oxford are currently designated “consent streets” and any trading requires the grant of a street trading consent. Street trading consent may be granted as the Council “thinks fit”. When exercising the power to grant and enforce consents the Sub Committee should only take into account relevant considerations; must give each applicant or consent holder a fair hearing and should give reasons for their decisions.
2. Street trading consent is granted subject to the Council’s standard conditions. The Sub Committee may amend or attach any additional conditions to a Consent that it considers “reasonably necessary”.

Determination of Applications for Consent

3. Prior to a Consent being granted or refused, the application is subject to a 14 day consultation period with stakeholders being given the opportunity to share observations and concerns. Our stakeholders include Oxfordshire County Council

Highways Authority, Thames Valley Police, Oxford City Council Planning Service, Oxford City Council Environmental Health Services (Commercial Pollution and Food Safety) and Ward Councillors. All comments received are taken into consideration when determining the grant of a Consent.

4. The Policy requires that, for new Street Trading applications for longer than three months, and in the absence of representations, the application will be referred to the Council's General Purposes Licensing Casework Sub-Committee who will use the criteria listed in The Policy to make their determination of the application. A range of Criteria are listed, with each case being assessed on its merits and individual circumstances, where appropriate, may be taken into consideration. When there are representations, the Responsible Head of Service acting under delegated powers may refuse an application.

Reason for referral to Licensing Sub Committee

5. This application is referred to the Licensing Sub Committee because it is for longer than three months.

Background

6. Street Trading Site outside 22 High Street (Northside) has been vacant since the Coronavirus pandemic began in March 2020. This is an established pitch and is listed in Annex 1 'Approved Street Trading Sites' in the Oxford City Council Street Trading Policy.
7. Officers advertised the pitch on the public-facing Oxford City Council website with a closing date for applications as 17:00 on Friday 11th June 2021 (see Appendix A)
8. One application was received for the vacant pitch, from Mr Asghar Ali and his business 'Taste of Sages' (see Appendix B). The application was sent to Stakeholders for Consultation on 28th June 2021 and no objections or concerns were received.
9. Mr Ali was informed on 19th July 2021 that his application for Street Trading Consent was successful, and as a result he could proceed with the purchase and fit out of his vehicle.
10. Due to the number of months it took for Mr Ali's van fit out to be completed, in conjunction with the Consent year ending on 31st March 2022, he was required to submit a 'Street Trading Renewal Application' before 31st March 2022 (see Appendix C).
11. Fit out of the van was completed and an initial 3 month Consent issued in March 2022, valid until 30th June 2022 (see Appendix D).
12. Mr Ali has maintained regular contact with Licensing Officers in the Business Regulation Team and we have received no complaints in relation to Mr Ali's business.
13. If granted, Mr Ali's Consent would be in-line with the majority of other late night traders in the City Centre, allowing him to operate between the hours of 18:30 and 03:00 Monday to Sunday.

Policy Considerations

14. The Policy requires that when determining an application for the grant or renewal of a Consent, the Council will consider the following factors:

(a) Public safety

Whether the street trading activity represents, or is likely to represent, a substantial risk to the public. Factors taken into account will include: obstruction, fire hazard, unhygienic conditions or danger that may occur when a trader is accessing the site.

(b) Public order

Whether the street trading activity represents, or is likely to represent, a substantial risk to public order.

(c) Avoidance of public nuisance

Whether the street trading activity represents, or is likely to represent, a substantial risk of nuisance to the public, particularly in residential areas.

(d) Appearance of the stall or vehicle

The stall or vehicle must be maintained in good condition, be of smart appearance and meet the criteria, including size, laid down in the standard Consent Conditions. Photographs or sketches, including dimensions, must be provided with all new applications and requests for approval of changes to or replacement of a stall or vehicle. The general appearance of the vehicle or stall will also be considered in order to determine that the unit will not detract from the appearance of the surrounding area.

(e) Needs of the area

The demand for the articles for sale and the geographical location of the proposed site.

(f) Environmental sustainability

Measures to minimise the impact of the proposed operation on the local environment including street surfaces and materials, power supply, carbon footprint, supply chain, packaging, waste minimisation, recycling and waste disposal.

(g) Food safety and food offer

Applicants to trade in hot or cold food must be able to demonstrate a good understanding of food safety and be registered as a food business with the relevant local authority. As a minimum, food handlers must hold a current Level 2 Award in Food Safety in Catering accredited by The Chartered Institute of Environmental Health or The Royal Institute for Public Health. Consideration will be given to applicant's ability to meet SUGAR SMART Oxford criteria (see Annex 3 for guidance).

(h) Highway safety The location and operating times will be such that the highway can be maintained in accordance with the Oxfordshire County Council's requirements and that there are no dangers to those who have a right to use the highway and no obstruction for emergency access.

Financial implications

15. The Council collects fees for Street Trading Consents. Predicted income from Consent fees are included in the Council's budget.

Legal issues

16. The Sub Committee may grant a Street Trading Consent if it 'thinks fit'. Consent may be revoked at any time. A street trader cannot be said to enjoy security of tenure and there is no requirement for the Council to give compensation for the loss of any Consent (other than any refund of Consent fees paid in advance). However, any decision to refuse an application or terminate Street Trading Consents may be subject to a judicial review and if held to be unreasonable then compensation may result.
17. Any determination of an application for Consent must be proportionate taking into account all relevant circumstances and the Consent holder's right to a fair hearing. An application should not be refused arbitrarily and without clear reason.

Human Rights Act Considerations

18. Article 1 of the first Protocol of the European Convention on Human Rights provides that every person is entitled to the peaceful enjoyment of his possessions. No one shall be deprived of his possessions except in the public interest and subject to the conditions provided for by law. However a street trading consent is not generally considered to be a possession in law and the protection in Article 1 is therefore not directly engaged.

Report author	Claire Siddle
Job title	Business Regulation Compliance Assistant
Service area or department	Regulatory Services & Community Safety
Telephone	01865 252901
e-mail	csiddle@oxford.gov.uk

Appendix A – Text for advertisement as displayed on Oxford City Council website:
https://www.oxford.gov.uk/info/20146/streets/73/street_trading/6

Appendix B – Asghar Ali initial Street Trading Consent Application Pack.

Appendix C – Asghar Ali Street Trading Consent Renewal Application Pack.

Appendix D – Initial 3 month Street Trading Consent and grant letter.

Vacant Street Trading Site 2021

Oxford City Council is inviting applications to trade from a vacant Street Trading Site in a prime City centre location.

Street Trading Site 10 outside 22 High St (North Side), Oxford



We are keen to encourage a wide range of food and drink in the City, so particularly welcome businesses who offer foods currently under-represented elsewhere. We also welcome new and innovative businesses and street trading vehicles that have a smart appearance and will fit in with the surrounding area.

If you would like to apply for the vacant Street Trading Site, please register your interest and request an application form by emailing street_trading@oxford.gov.uk

The closing date for receipt of applications is: 5pm on Friday 11th June 2021.

Please make sure that before submitting an application you read Oxford City Council's Street Trading Policy and Conditions of Street Trading Consent (found on pages 16-19 of the Policy document) . The link is found below.

Once received and checked we will write to you and confirm receipt of a valid application. If the application is not valid we will explain why and give you the opportunity to amend it and re-submit, provided that this is before the closing date. Please note that the application fee of £345 is non-refundable.

Link to Policy - <https://www.oxford.gov.uk/downloads/20146/streets>

Link to Fees & Charges -

https://www.oxford.gov.uk/info/20146/streets/73/street_trading/5

For further information or to discuss your Street Trading proposal please contact the Business Regulation Team.

Telephone: 01865 252862

Appendix B

Application for Street Trading Consent Local Government (Miscellaneous Provisions) Act 1982

www.oxford.gov.uk



All data contained in this form will be handled in accordance with the Data Protection Act 1998. Information about how Oxford City Council will handle this data can be found at www.ico.gov.uk and also on www.oxford.gov.uk.

Part 1 – Your Details	
Full Name	Asghar Ali
Address	[REDACTED]
Postcode	[REDACTED]
Telephone Numbers	[REDACTED]
Email address	[REDACTED]
National Insurance Number	[REDACTED]
Date of Birth	[REDACTED]
Nationality	[REDACTED]
Part 2 – What goods/items will you be selling	
Proposed Trading Name	Sages
Type of goods to be sold – <i>Please specify all items to be sold</i>	Healthy options: Different types of veggie wraps, Healthy nutritious Asian dish Haleem, (Ice cream as dessert) and rice, soup, slush, cold soft drinks. Final list of items being sold will be sent later after a short survey of the proposed pitch and its surroundings.
If you intend to sell hot/cold food which Local Authority are you registered with	Oxford City Council

If you have been inspected by Environmental Health what is your current Food Hygiene Rating and what date was it awarded	Food Hygiene Rating Waiting to be inspected -COVID 19 Coronavirus Pandemic/lockdown delayed inspection	Date awarded
Details of recyclable or biodegradable packaging you intend to use	To follow	
Proposed days and times of trading	Days: Monday to Sunday Times: 18:30-3:00 Hours each day.	
Full details of the site, sites or peripatetic route you are applying for	Street Trading Site 10 outside 22 High St (North Side), Oxford	
Vehicle registration number, make and model – if applicable	[REDACTED] (temporary vehicle until new professionally purpose-built unit (accordingly to the Oxford Council's specs) is ready.	
Address where the vehicle/trailer will be stored when not in use	[REDACTED]	
Please read page 4, paragraphs 5.4 and 5.5 of the Street Trading Policy and describe how you are going to meet the following factors in boxes (a)-(h) below		
Public Safety	(a) Every effort will be made to ensure that there is no risk to the public, including: <ul style="list-style-type: none"> i. obstruction, ii. fire hazard, iii. unhygienic conditions iv. danger that may occur when a trader is accessing the site. Regular risk assessment will be carried out and saved for record.	
Public Order	(b) We ensure and will make continued effort that all respective public orders are respected and there is no substantial risk to any public order because of our unit/van/trading activity.	

The avoidance of public nuisance	(c) We ensure and will make continued effort that there is no substantial risk of nuisance to the public, particularly to the residents because of our unit/van/trading activity.
Appearance of the stall or vehicle	(d) We ensure and will make continued effort that our unit/vehicle is maintained to a high standard, be of smart appearance and meet the criteria, including size, laid down in the standard Consent Conditions. We ensure that the professional kitted new unit comply with the council's set criteria. Also, we will make sure the general appearance of the unit/vehicle does not detract from the appearance of the surrounding area.
Needs of the area	(e) We ensure and will make continued effort to respect customer's need and provide all items customers demand on this site/area.
Environmental Credentials	<p>(f) We operate with a strong focus on environmentally friendliness and sustainability by reducing the waste to minimal. Most of our products are freshly made in front of the customers on order, therefore there is minimal or in fact no waste. If there is any waste, that is disposed in line with the Council's regulations.</p> <p>Moreover, appropriate and Oxford City Council approved measures will be taken to minimise the impact of proposed operation on the local environment, including;</p> <ul style="list-style-type: none"> i. street surfaces and materials, ii. power supply, iii. carbon footprint, iv. packaging, v. waste minimisation, recycling, and waste disposal.
Food Traders	<p>(g) Operator of this proposed site has an experience of managing Burger King and pizza hut, therefore he completely familiar with food safety regulation and he has been training his staff to maintain food hygiene and food safety to the highest standards all the time.</p> <p>SUGAR SMART Oxford: We use only top brands of products that meet the national and international standard. Most of our products limit the use of added sugar. Every effort is made to minimise sugar.</p>
Highway	<p>(h) We ensure and will make continued effort to maintain highway regulations according to the Oxfordshire County Council's requirements.</p> <p>We ensure and will make continued effort that there is no danger to those who have a right to use the highway and there is no obstruction for emergency access. It'll be monitored by regular risk assessment.</p>
Will you be the sole operator of	Yes

the vehicle or stall?	If the answer is No, please complete an Employee Form for each member of staff.
Do you agree to comply with the Street Trading policy?	Yes

Any additional information to add to this application form - please write here.

We worked with Birmingham Council for several years. It was a family business run by myself and my wife with the support of some part time employees and had good professional standings with Birmingham City Council and all stake holders. Now I have moved to Oxford recently and want to work with the Oxford City Council on long term basis. Currently we are working with Gloucester Green Market Oxford off George Street Oxford OX1 2BU, Wednesday to Saturday.

We use the best quality products that suits most of the customer's needs, e.g., we use manufacturers of national and international repute. We have range of products that suits to the variety of consumers of all backgrounds, nations, believes and cultures. We are very considerate of the personal, cultural, social, and spiritual sensitivity of the customers.

-
Most of our products are made freshly in front of the customers and served then and there therefore there is minimal waste. If there is any little waste, that will be disposed safely according to the Oxford City Council's regulation.

The potential proprietor of this proposed site has an experience of managing Burger King and pizza hut, therefore he is completely familiar with food safety regulation and he has been training his staff to maintain food hygiene and food safety standards to the highest level. Please see attached food hygiene certificate.

SUGAR SMART Oxford: We use only top brands of products that meet the national and international standard. Most of our products limit the use of added sugar.

Being a yogi, I eat simple, healthy, and nutritious vegetarian food and promote the same for others. Considering the dietary requirement of coeliac customers, I may add gluten free options in the menu as well.


DECLARATION

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information, see <http://www.oxford.gov.uk/websitetools/privacy.cfm>.

The data you provide will assist in preventing crime and ensuring public safety. When you sign this application you are consenting to the sharing of this data with other Government Agencies in their efforts to combat crime.

I am aware that if any person knowingly or recklessly makes a false statement or omits any material, particular in giving information on this form, that person shall be guilty of an offence.

This means that if you as the applicant or anyone else gives false information or leaves out any information to help you get a Street Trading Consent, you and/or they can be prosecuted in court.

Signed  (The declaration must be signed by the applicant)

Date: 18 / 06 / 2021

Checklist and Notes for New Applicants

Please tick

Photocopy of your passport or similar document that shows you can lawfully work in the UK.	✓
Public Liability Insurance. Note: Consent Holders shall have and maintain a proper insurance policy against public liability and third-party risks. The minimum insurance cover shall be £5,000,000 and shall cover the operator's vehicle, or stall and any additional equipment under your control. If food is sold the insurance shall specifically include cover against food poisoning to the same amount.	✓
Photograph or detailed sketch of the proposed vehicle/stall with dimensions: <i>Current temporary vehicle dimension: 3.5/2 m.</i>	✓
If you are applying for a static street trading site, sites or a peripatetic route please attached a map and images of the proposed site(s) or route in as much detail as possible.	✓
Copy of a map showing all streets and other public areas within a radius of 500 metres from the proposed location of the street trading site(s). Note: The map should be to a scale of 1:2500 and clearly indicate the location of the site in the centre of the map and the locations of street traders and outlets trading in similar commodities to those proposed.	
Licensed waste carrier agreement. Note: If you have proof of this, please enclose a copy with your application.	To follow
Necessary application fee. Note: Cheques made payable to 'Oxford City Council'. Alternatively, you can pay by card over the telephone.	✓
Copies of an up-to-date Food Hygiene Training certificate of level 2 or higher for you and/or your staff. Note: This should be accredited by the Chartered Institute of Environmental Health, The Royal Society of Health or The Royal Institute of Public Health and Hygiene.	✓
Gas safety certificate. Note: If you sell hot food from a vehicle or trailer and use gas, you are required to have the gas equipment checked annually by a qualified gas engineer. This is to ensure public safety and that the equipment is safe to use.	NA
Note: <ul style="list-style-type: none"> • A serviceable fire blanket and foam extinguisher must be provided in all vehicles selling hot food. • A first aid kit must be present on the hot food van/trailer and knowledge of how to give first aid is necessary. • You must always have a mobile phone available in an emergency. 	

This certificate is presented to

Asghar Ali

who has successfully completed the
training course and assessment in

**Level 2 - Food Safety and Hygiene
for Catering**


This course covers:

- An Introduction to Food Safety & Hygiene • Impact of Food-Borne Illness
• Understanding Food Law • Food Safety Hazards & Contamination
• Food Preservation, Storage & Temperature Control • Personal Hygiene
• Hygienic Premises & Equipment • HACCP & Summary

Date: 12-Sep-2018

Certificate No: [REDACTED]

Signed: 
Dr Rosemarie Pearson (Food Specialist)

Signed: 
Director (Virtual College)



Authorisation Seal



To verify, telephone 01943 605976

The content of this course has been independently certified as conforming to
universally accepted Continuous Professional Development (CPD) guidelines







Application for renewal of a Street Trading Consent Local Government (Miscellaneous Provisions) Act 1982

All data contained in this form will be handled in accordance with the Data Protection Act 1998. Information about how Oxford City Council will handle this data can be found at www.ico.gov.uk and also on www.oxford.gov.uk.

Note: Please refer to the checklist attached before you send in your application form – if any of the supporting documentation is missing, your application will NOT be processed and you risk a lapse in your Consent.

Part 1 – Your Details	
Applicants Full Name	Asghar Ali
Address	[REDACTED]
Email address	[REDACTED]
Telephone Numbers	[REDACTED] [REDACTED]
National Insurance Number	[REDACTED]
Date of Birth	[REDACTED]
Part 2 – Convictions	
Do you have any current criminal convictions (unspent under the Rehabilitation of Offenders Act 1974)	No X <input type="checkbox"/>
If yes , please give details including date of conviction, court, offence and penalty/sentence (continue on separate sheet if necessary) Please refer to Oxford City Council Street Trading Policy, Annex 4 for further information.	

Part 3 - What goods/items will you be selling		
Business Trading Name	Taste of Sages	
Type of goods/items to be sold	Hot/Cold Foods	
Please specify all items		
If you intend to sell hot/cold food which Local Authority are you registered with <i>(food traders only)</i>	Oxford City Council	
Please complete the following details regarding your current Food Hygiene Inspection <i>(food traders only)</i>	Food Hygiene Rating: We have not been rated yet.	Date awarded:
Please provide details of food packaging you are currently using to serve food to your customers <i>Include the material, brand and supplier (food traders only)</i>		
If your food packaging is not made from recycled or part recycled materials, how long will it take you to use up your current supply/stock?* <i>(food traders only)</i>	All my packaging and utensils are made from recycled materials. <i>*From 1st April 2020 all packaging and utensils for use by customers must be made from recycled or part recycled materials. The Council will allow traders a period of grace to use up stock that will not comply with the new condition.</i>	
Vehicle registration number, make and model <i>(if applicable)</i>	Mercedes Vito [REDACTED]	
Will you be the sole operator of the vehicle or stall?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>If the answer is 'no' please complete an employee form for each member of</i>	

	<i>staff.</i>
Do you agree to comply with the Street Trading Policy?	Yes X <input type="checkbox"/> No <input type="checkbox"/>

Declaration

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information, see <http://www.oxford.gov.uk/websitetools/privacy.cfm>.

The data you provide will assist in preventing crime and ensuring public safety. When you sign this application you are consenting to the sharing of this data with other Government Agencies in their efforts to combat crime.

I am aware that if any person knowingly or recklessly makes a false statement or omits any material, particular in giving information on this form, that person shall be guilty of an offence.

This means that if you as the applicant or anyone else gives false information or leaves out any information to help you get a Street Trading Consent, you and/or they can be prosecuted in court.

Applicants Name: [REDACTED]	
Date: 28/01/2022	Applicants Signature: [REDACTED]

Checklist and Notes – Application Documentation

You will need to submit the following documents in support of your application:

Please tick	
A copy of your passport and/or right to work in the UK documentation Non UK Nationals must demonstrate that they have the right to work in the UK. You can do this by providing copies of documents or by sharing a right to work code - https://www.gov.uk/prove-right-to-work	X
Signed Fee Acceptance Form	
Employee Forms Note: Please complete employee forms for all members of staff that intend to work on your street trading stall/vehicle.	
Public Liability Insurance Note: Consent Holders shall have and maintain a proper insurance policy against public liability and third party risks. The minimum insurance cover shall be £5,000,000 and shall cover the operators vehicle, or stall and any additional equipment under your control. If food is sold the insurance shall specifically include cover against food poisoning to the same amount.	X
Waste Transfer Agreement Note: You must provide a valid in date Waste Transfer Agreement that details your waste collection arrangements.	X
Copies of an up to date Food Hygiene Training certificate of level 2 or higher for you and ALL those who handle food Note: Your Certificate must be no more than 3 years old, accredited by The Chartered Institute of Environmental Health or The Royal Institute for Public Health.	X
Gas safety certificate Note: If you sell hot food from a vehicle or trailer and use gas, you are required to have the gas equipment checked annually by a qualified gas engineer. This is to ensure public safety and that the equipment is safe to use. Gas Safety certificate will be sent shortly, as the vehicle is in its final stages of its kitting checks etc.	

Applications received without the above supporting documents will be returned to you unprocessed and you risk a lapse in your Consent.

LEVEL 2 FOOD SAFETY AND HYGIENE FOR CATERING

ASGHAR ALI

has successfully completed a programme of training
in food safety and hygiene at level 2 and an assessment
which concluded the course



Examinations Officer

Director - One Training Services Ltd

AWARDED

28 February 2022

CENTRE

2N56BD

CERTIFICATE NUMBER



Result clear

! This online result relates only to the basic DBS check carried out on the date: 28/02/2022. This result can be viewed online for up to 12 months.

This basic DBS check result is only valid online. It is not valid if printed.

Police records check

This basic DBS check result is clear. Their check on 28/02/2022 revealed no information.

Certificate number

Their certificate number is [REDACTED]

Person's details

First name: ASGHAR

Last name: ALI

Date of birth: [REDACTED]

Address line 1: [REDACTED]

[REDACTED]

A Ali

[REDACTED]

[REDACTED]

Date Issued: 09/06/2021

Dear Mr Ali

Liability Insurance

Thank you for arranging your Liability Insurance with us, effective from 09/06/2021; please find enclosed your documentation for safekeeping.

Please take time to familiarise yourself with the documentation to ensure cover meets your requirements. It is important you pay particular attention to any specific conditions, warranties and/or endorsements which apply to this policy; failure to comply with these may invalidate a claim or void the policy.

Please check all of the enclosed information carefully and advise us immediately if anything is incorrect. It is important that you review the enclosed Declaration Form to ensure all information is true and accurate; please contact us immediately if any information is incorrect as a separate proposal form may be required.

This policy is based on your demands and needs which are: -

[REDACTED]

Reminder – Important Information

It is important to note that this policy cannot be transferred, and in the event of cancellation there is no refund of premium due to premiums being minimum and retained.

We are trying to become a greener company by reducing the amount of paper we print, your documents will be emailed but if you would prefer to receive a copy of your documents by post please give us a call on 01384 429 901.

We can arrange cover for many other insurance products which may be of interest; please contact the office for more details.

Should you have any queries please do not hesitate to contact us.

Yours sincerely

[REDACTED]

[REDACTED]

Serial No.

38316

MOBILE CATERING VEHICLE/TRAILER SAFETY CHECK

NEXT SAFETY
CHECK DUE WITHIN
6-12 MONTHS



This safety check is for gas safety purposes only in accordance with The Gas Safety (Installation and Use) Regulations.

Registered Business Details REGISTRATION NO 1224086

Gas operative [Signature] (Print name)

Operative licence No [Redacted]

Company COMBUSTION

Address [Redacted]

Postcode WA0

Tel No [Redacted]

Details of Vehicle ☒ Trailer ☐ (tick appropriate box)

Reg No. or Serial/Chassis No. DK0840X

LPG cylinder housing satisfactory Yes/No ✓

Fire extinguisher(s) provided Yes/No ✓

Fire blanket provided Yes/No/NA ✓

Current safety certificate displayed Yes/No ✓

Safe use of LPG information displayed Yes/No ✓

Vehicle/Trailer Owner Details

Name (Mr/Mrs/Miss/Ms) ASG-ES

Address THASTE OF SAGES

Postcode [Redacted]

No. of appliances tested 3

APPLIANCE DETAILS

Appliance type	Make	Model	Serial No.	Flue type OF/RS/FL	Is appliance secure Yes/No	Is appliance isolation valve fitted Yes/No
1 HOT PLATE	WILKINSON	2 burner		RS	YES	YES
2 4000 BTU COOKER	SWILCO	2 burner		RS	YES	YES
3 4000 BTU COOKER	SWILCO	2 burner		RS	YES	YES
4						

INSPECTION DETAILS

Operating pressure in mbar or heat input kW or Btu/h	Safety device(s) correct operation Yes/No/NA	Ventilation provision satisfactory Yes/No	Visual condition of flue satisfactory Yes/No/NA	Flue flow check Pass/Fail/NA	Spillage check Pass/Fail/NA	Appliance serviced Yes/No	Appliance safe to use Yes/No
1 25mbar	YES	YES	NA	Pass	Pass	NO	YES
2 25mbar	YES	YES	NA	Pass	Pass	NO	YES
3 25mbar	YES	YES	NA	Pass	Pass	NO	YES
4							

EFFECT(S) IDENTIFIED

1	NO THE TWO COOKERS ON UNIT - PLATE / NO
2	SAFETY DEVICE
3	
4	CO44003509

IMMEDIATE ACTION TAKEN

1	
2	
3	
4	

If Warning/Advice Notice issued insert serial No.:

CO44003509

Cylinder/final connection hoses to installation satisfactory Yes/No ✓
 Gas installation pipework (visual inspection) satisfactory Yes/No ✓
 Gas tightness test satisfactory Yes/No/NA ✓
 ECV accessible and operable Yes/No ✓
 LPG regulator operating pressure (mbar) ✓
 LPG regulator lock-up pressure (mbar) ✓

Safety check issued by: Signed [Signature]

Print name: JOHN LIVER

Received by: [Signature]

DUTY OF CARE: CONTROLLED WASTE TRANSFER NOTE FOR PRE-PAID SACKS

Section A – Current Holder/Producer of the Waste

1. Full Name: Taste of Sages
2. Sole Trade Name:
3. Name & Address of Business:

Taste of Sages

4. Contract Serial No: [REDACTED]

SIC Code:

Section B – Description of Waste

1. Please describe waste being transferred by ticking the European Waste Code(s) for the type(s) of waste below:

Paper	21-01-01	<input type="checkbox"/>	Metal	20-01-40	<input type="checkbox"/>	Plastics	20-01-39	<input type="checkbox"/>
Cardboard	20-01-01	<input type="checkbox"/>	Wood	20-01-38	<input type="checkbox"/>	Food Waste	20-01-08	<input type="checkbox"/>
Textiles	20-01-11	<input type="checkbox"/>	Glass	20-01-02	<input type="checkbox"/>	General Mixed Waste	20-03-01	<input type="checkbox"/>

2. Quantity of pre-paid sacks purchased 50
3. By Signing in Section D below I confirm that I have fulfilled my duty to apply the waste hierarchy as required by Regulation 12 of the Waste (England and Wales) Regulations 2011 ☐

Section C – Person Collecting the Waste

Birmingham City Council
The Council House
Birmingham
B1 1BB

Registered Waste Carrier: [REDACTED]

Section D

1. Address of transfer/collection point: Taste of Sages

2. Date of Transfer: 19th January 2022

3. Valid Until: 18th January 2023

4. Signed:

Signed:

Full Name:
BLOCK CAPITALS)
Representing:

Full Name: **B SARGEANT**
BLOCK CAPITALS)
Representing: **Birmingham City Council**

Regulatory Services

And Community Safety

Direct Line: 01865 252909

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 Asghar Ali



24 March 2022

Our ref: 22/00129/STREET

Dear Mr Ali,

Local Government (Miscellaneous Provisions) Act 1982

Application for Street Trading Consent 2022/2023

Please find enclosed your Street Trading Certificate for the 2022/2023 trading period. This certificate must be displayed at your stall or vehicle and produced on request by an authorised officer of Oxford City Council or by a Police Officer. This is a condition of your Street Trading Consent and must be adhered to.

Please note your consent is only for 3 months. This is because, as a new consent, in line with our Street Trading Policy, the General Purposes Licensing Casework Committee must consider the application. I shall be in touch shortly to advise you of this process and give you hearing date.

May I take this opportunity to express to you the importance of only trading within your permitted hours. Oxford City Council must remind all traders that by trading after the hours permitted on your Street Trading Consent you are committing an offence under the Local Government (Miscellaneous Provisions) Act 1982 and the Licensing Act 2003.

Regular checks will be made to ensure compliance with conditions of Street Trading Consent. Any Consent holders caught trading out of hours risk revocation of their Consent and prosecution for the offences of trading without Street Trading Consent or a Premises Licence.

If you have any queries please do not hesitate to contact me.

Yours sincerely,

Michael Watson
Interim Licensing Officer
Business Regulation Team



INVESTORS
IN PEOPLE



LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

CERTIFICATE OF STREET TRADING CONSENT

Oxford City Council grant a Street Trading Consent to:

Licence Holder: Mr Asghar Ali

Consent Number: 22/00129/STREET

Consent Issued: 25th April 2022

Valid From: 1st April 2022

Valid To: 30th June 2022

Fee: £2045

Vehicle Details: [REDACTED]

Area/Site: Site 9, outside 22 High Street (North side)

Permitted Trading Days and Hours: Mon - Sun 18:30 - 03:00

Articles Sold: Hot and cold food and 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.



Ian Wright
Head of Regulatory Services and Community Safety

General Conditions for Street Trading Consents

1. Street trading must only take place between the dates specified on the Certificate of Street Trading Consent.
2. Street trading must only take place during the operational hours specified on the Certificate of Street Trading Consent.
3. The Street Trading Consent relates only to the area/site vehicle or stall specified on the Certificate of Street Trading Consent.
4. The Street Trading Consent relates only to the vehicle or stall specified on the Certificate of Street Trading Consent.
5. Any significant changes to or replacement of a stall or vehicle must be approved by the Responsible Head of Service.
6. The vehicle or stall must be removed from the site at the end of each day's trading.
7. The Consent Holder's vehicle/stall must 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.
8. The Consent Holder's vehicle must be maintained in a roadworthy condition, taxed, insured and with a current MOT Certificate. Vehicle movements must be carried out legally and must not present a risk to people and structures. The Consent Holder shall not drive or park a vehicle on any part of a footway.
9. The Consent Holder must 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.
10. If a Consent Holder or operator/assistant is requested to move the vehicle/stall by an authorised Council Officer or Police Officer they must immediately comply with that request.
11. For Weekly Street Traders on Cornmarket Street, the Consent Holder's stall must not exceed 2.3 metres in height nor occupy an area greater than 2.3 metres x 1.4 metres.
12. The Consent Holder must 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 etc. Act, 1974 and the Food Safety and Hygiene (England) Regulations 2013 (where relevant). Advice on these requirements is available from the Business Regulation Team.

13. The Consent Holder must conduct their business in a professional manner and in a way that minimises risks to employees and others.
14. The Consent Holder must take reasonable 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. A serviceable fire blanket and a suitable fire extinguisher shall be provided in all vehicles selling hot food.
15. Reasonable steps must be taken to ensure gas safety where gas appliances are used on a stall or vehicle. Gas appliances must be maintained and serviced as per manufacturer's instructions. Gas appliances and systems must be checked for safety by a competent Gas Safe engineer at least annually. Any faults or concerns in relation to gas safety must be appropriately investigated and made safe by a competent Gas Safe engineer as soon as possible.
16. The Consent Holder must not cause any nuisance or annoyance to any other user of the highway or the occupier of any land or building. In particular, Consent Holders must prevent excessive noise.
17. The Environmental Protection Act 1990 (as amended) places a duty of care on businesses to dispose of their trade waste in an appropriate manner. Trade waste must be stored appropriately and be disposed of by a licensed waste carrier. No water or waste material shall be discharged on to the highway or any adjacent property. The Consent holder shall take reasonable steps to ensure that litter arising from their own trade is minimised as far as possible, for example by making a bin available for customers to use.
18. A Street Trading Consent must not 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 subletting of a consent site is prohibited.
19. 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 Council of the name and address of that person. An administration fee will be payable.
20. Anyone who operates a stall/vehicle other than the Consent Holder must be authorised by the Council.

21. Consent holders must make adequate provisions to ensure access for wheelchair users or customers with disabilities.
22. A copy of the Consent must be displayed by the operator when trading and must be produced on demand to a Council Officer or Police Officer.
23. Consent Holders must have and maintain a proper insurance policy against public liability and third party risks. The minimum insurance cover shall be £5,000,000 and shall cover the operator's vehicle, or stall and any additional equipment under their control. If food is sold the insurance must specifically include cover against food poisoning to the same amount. Proof of cover must be produced to an officer of Oxford City Council on application and as required.
24. Annual Street Trading Consent fee installments are required quarterly, in advance. The first installment must be paid in advance of the issue of Consent. The remaining fee can be paid in installments on the following dates 1st July, 1st October and 2nd January. Alternatively, annual fees may be paid in full in advance.
25. 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 are listed on the Consent Certificate. These Special Conditions must also be complied with.
26. Consent holders must make full use of their Consent.

Conditions Specific to Food Traders

27. All packaging and utensils for use by customers shall be made of recycled or part recycled materials.
28. Food businesses must achieve and maintain a minimum Food Hygiene Rating of '3 – Generally Satisfactory'. The Hygiene Rating must be displayed prominently on the stall or vehicle.
29. Food handlers must hold a current Level 2 Award in Food Safety in Catering accredited by The Chartered Institute of Environmental Health or The Royal Institute for Public Health.
30. Food businesses must be registered as a food business with the Local Authority where the van/stall is kept overnight. Food businesses registered outside of the Oxford City Council area must be able to demonstrate food business registration, e.g. by written confirmation from the relevant local authority or by providing a copy of the

latest inspection letter or report. Any changes in registration details must be notified to the relevant Local Authority.

31. All hot food vans/trailers are required to carry a basic first aid kit and have the means to contact the emergency services if necessary.

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.

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Agenda Item 8

By virtue of paragraph(s) 1, 3, 7 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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