



EQUALITY IMPACT ASSESSMENT

Partial Assessment Form

Policy, practice, function or project assessed	Street Trading Policy
Lead Officer	Myles Bebbington
Team	Licensing
Start date of assessment	25 January 2011
Completion of assessment	21 February 2011

Please use this form to record your findings in relation to the assessment of an existing policy, function, service or practice.

A. POLICY, PRACTICE, FUNCTION OR PROJECT TO BE ASSESSED

A1. Please describe what are the main aims, objectives, purpose and intended outcomes of the policy or function?

The overarching objectives of the policy are to:

- promote the Authority's visions and values
- protect the rights and health and safety of the general public, workers residents, small businesses, minority and vulnerable groups, and
- to ensure consistent and transparent decision making.

This document outlines the policy, which will guide South Cambridgeshire District Council when considering applications for street trading licences.

South Cambridgeshire District Council has adopted Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982 for parts of its area and has designated all streets in the named area as 'consent streets' for street trading purposes. The aim of the Act is to regulate traders and control areas where trading can take place.

The Council's street trading policy aims to create a street trading environment which complements premises-based trading, is sensitive to the needs of residents, provides diversity and consumer choice, and seeks to enhance the character, ambience and safety of local environments.

A2. Is this policy or function associated with any other Council policy or priority?

- Safeguarding children and protection of vulnerable adults
- Equality and Diversity
- Crime Reduction Partnership

A3. Who are the intended beneficiaries/stakeholders of the policy or function? How many people are affected and from what sections of the community?

- General public – those using the local amenities or tourists visiting areas providing road-side services.
- Residents – to protect and understand the needs of those persons living within the area of street traders.
- Small businesses – to consider the financial impact of requirements and conditions placed on small businesses.
- Applicants for food trading licences.
- Parish Councils – who may be asked for comments in connection with applications.
- Police Authorities – See Parish Councils.
- Development Control
- Highways and Transportation/County Council
- Ward Councillors

A4. Is the policy/function corporate and far-reaching?

No. The Policy relates to areas within South Cambridgeshire District Council only. The Policy may vary between authorities.

A5. Are you expecting to make any significant change to the policy or service in the near future? If so, please give details.

Not anticipated. New Policy.

A6. Is this a new or existing policy or function?

New Policy, to support legislation already in place and to reflect legislative updates.

B. EVIDENCE/ DATA and CONSULTATION

It is important to consider all information that is available in determining whether the policy or function could have a differential impact. Please attach examples of monitoring information, research or consultation reports.

B1. What monitoring or other information do you have about relevant target groups, which will show the impact of the policy or function?

Users of the licensing function are surveyed for customer satisfaction.

Lalpac Database records valuable information, for example address information, gender of applicants and any associated complaints as a result of a licence being issued. No current issues have been identified.

A full consultation process took place to gather the views and comments of relevant target groups. Att.

Feedback provided by consultees in response to individual applications.

B2. Have you compared the data you have with the equality profile of the local population? What does it show?

No, as we are still in the process of entering new categories on Lalpac for monitoring purposes. i.e. race, religion.

B3. Have you identified any improvements or other changes that could be made from monitoring the data?

Not at present.

B4. Have you consulted or involved external stakeholders about the policy or function? If so, what were their views?

The following agencies were contacted as part of the consultation process for this policy:

- General Public
- Libraries
- Police Authority
- Parish Councils
- Highways /County Council
- Street Trader
- Development Control
- Ward Councillors

No comments and/or views were received from any of the stakeholders in response to the consultation document.

B5. Have you undertaken any consultation with staff to assess their perception of any impacts of the policy or function? If so, what has been learnt from them?

Yes – Legal and Equalities Officers/Council members/Licensing Staff/Env.Health – consultation is public so everyone may comment. Minor amendments were made to the policy following consultation with staff, however the meaning and content remain the same.

B6. Please provide information about any other consultation, research, or involvement undertaken in relation to this impact assessment.

Local Government (Miscellaneous Provisions) Act 1982
Environmental Health Enforcement Policy
Good practice advice sought from a range of Local Authorities.

C1. IMPACT OF THE POLICY OR FUNCTION

Assess the potential impact on each of the following protected characteristics. The impact could be negative, positive or neutral. If you assess a negative impact for any of the groups then you will need to assess whether that impact is low, medium or high. Refer to the evidence you use.

DESCRIPTION OF IMPACT	Nature of Impact (Positive, Neutral, Adverse)	Extent of Impact (Low, Medium, High)
AGE: Identify the potential impact of the policy or function on different age groups.	Positive	
Street Trading legislation prevents a child to engage or be employed in Street Trading (unless permitted by Local Authority byelaws, which do not apply to this Authority). The policy supports the view that the interests of young persons should be protected.		
DISABILITY: Identify the potential impact of the policy or function on disabled people.	Neutral	
The policy makes reference under the section 'Social Inclusion' that it should be read in conjunction with Disability Discrimination law, which has now been superseded by the Equality Act 2010.		

GENDER REASSIGNMENT: Identify the potential impact of the policy or function on people that have changed gender identity.	Neutral	
The Street Trading Policy should benefit people of any gender, but is not specific to gender.		
MARRIAGE AND CIVIL PARTNERSHIPS: Identify the potential impact of the policy or function on people who are married or in a civil partnership.	Neutral	
The Street Trading Policy should benefit people of any marital status, but is not specific to any type of marital status.		
PREGNANCY AND MATERNITY: Identify the potential impact of the policy or function on pregnant or maternal mothers and those women who wish to breastfeed.	Neutral	
The Street Trading Policy should benefit women of any stage of maternity, but is not specific to pregnancy and maternity.		
RACE: Identify the potential impact of the policy or function on different ethnic groups, including national origins, colour and nationality.	Neutral	
The Street Trading Policy should benefit people of any race, but is not specific to race		
RELIGION/BELIEF: Identify the potential impact the policy or function on different religious/faith groups.	Neutral	
The Street Trading Policy should benefit people of any religion/belief, but is not specific to religion/belief		

SEX: Identify the potential impact of the policy or function on men and women.	Neutral	
The Street Trading Policy should benefit both sexes, but is not specific to men or women.		
SEXUAL ORIENTATION: Identify the potential impact of the policy or function on lesbian, gay men, bisexual or heterosexual people.	Neutral	
The Street Trading Policy should benefit people of any sexual orientation, but is not specific to sexual orientation		
OTHER CHARACTERISTIC SPECIFIC TO SOUTH CAMBRIDGESHIRE – RURALITY: Identify the potential impact of the policy or function on people who are rurally isolated.	Neutral	
The Policy advises that applications will be considered on their individual merits.		

PLEASE NOTE: Following completion of the section above, if the nature of the impact is adverse then you may need to proceed to a full equality impact assessment.

C2. Could you minimise or remove any adverse or potential impact that is high, medium or low significance, in advance of a full impact assessment? Explain how.

N/A

C3. Does the policy or function actively promote equal opportunities and good community relations? Or could changes be made so that it does so?

The policy aims to promote good community relations by ensuring that the Council will consult and seek written observations from:

- Occupiers of premises immediately adjacent and opposite
- Ward Councilors
- Parish Councils
- Cambridgeshire Constabulary
- Development Control
- Highways & Transportation/County Council
- Existing holders of street trading consents in the immediate area.

Before making decisions to grant street trading licences.

C4. Please provide any further information, qualitative or quantitative that does not fit into the questions but you feel has a likely impact on this assessment.

N/A

D. CONCLUSIONS			
D1. Was there sufficient data to complete the partial assessment?	Yes?	<input checked="" type="checkbox"/>	If “NO”, what arrangements are in place for evidence gathering and continuing with the assessment?
	No?	<input type="checkbox"/>	
D2. Is the outcome of the partial assessment that the policy or function would have an adverse impact (medium or high impact) on one or more target group?	Yes?	<input type="checkbox"/>	If “YES”, will you proceed to a full assessment? If so, what arrangements are in place to carry out the full assessment?
	No?	<input checked="" type="checkbox"/>	
D3. Is the outcome of the partial assessment that the policy or function would have a neutral or positive impact on equalities?	Yes?	<input checked="" type="checkbox"/>	If “YES”, have you included proposals in the Action Plan to further improve the impact of the policy or function on equalities?
	No?	<input type="checkbox"/>	Do you plan to review the service or policy again in future to assess whether there has been any change? If so, when? Has the Equalities Steering Group and the Consultative Forum reviewed the assessment? If so what were their comments?

D4. Do you have any other conclusions/outcomes from the partial assessment?

ACTION PLAN for enhancing existing practice

Recommendation/ issue to be addressed	Planned Milestone	Planned completion of milestone (date)	Officer Responsible	Progress
Review	July 2014	August 2014	Juli Stallabrass	

RESOURCES

Does the above action plan require any additional resources?

No.

ARRANGEMENTS FOR MONITORING

Please give your plans for monitoring the achievement of the above actions.

EDS.

SIGN OFF: The officers below confirm that this partial assessment has been completed in accordance with the Council's guidance

Signature of Lead Officer	Myles Bebbington	Date:
Signature of Corporate Manager or Chief Officer:	Susan Walford	Date:

Please retain the original form on your service area and return a copy of the completed form to the Equality & Diversity Officer.