

Associated guidance for this document can be found [here](#). Each section has a link to the relevant section within the guidance document.

1 Details of the activity (i.e. the policy, strategy, service, project or function)

1.1 Directorate	City Development
1.2 Service	Regulatory Services

1.3 Title of the activity (i.e. the policy, strategy, service, project or function):
Review of fees and charges

1.4 Brief description of the activity:
Introduction of a Street Trading Policy, fast track fees for planning, additional event fees and leaflet distribution consents between April 2024 and March 2025. The Street Trading Policy will be subject to public consultation and approval by Regulatory and Licencing Committee.

1.5 If the activity involves working with other directorates, partners or joint commissioning please state who is involved:
Not applicable

1.6 Will all or part of the activity be delivered through a provider external to the Council? If Yes, please refer to the Corporate Procurement Processes
No

1.7 If Yes, please explain what element(s) of the activity will be delivered through an external provider:

1.8 Which areas of the city will be impacted?	
Whole City	<input checked="" type="checkbox"/>
Coalfield	<input type="checkbox"/>
East	<input type="checkbox"/>
North	<input type="checkbox"/>
Washington	<input type="checkbox"/>
West	<input type="checkbox"/>
Internal Council Activity – Impact on employees	<input type="checkbox"/>

1.9 Is the activity targeted at protected characteristics or any other key groups?	
All of the below	<input type="checkbox"/>
Age (e.g. older people, younger people/children, a specific age group)	<input type="checkbox"/>
Disability (e.g. mobility, long term health conditions, sensory impairment or loss, learning disability, neurological diversity or mental health)	<input type="checkbox"/>
Marriage and civil partnership	<input type="checkbox"/>
Pregnancy and maternity (including breastfeeding)	<input type="checkbox"/>
Race	<input type="checkbox"/>
Religion or belief (including no belief)	<input type="checkbox"/>
Sex	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>
Sexual orientation	<input type="checkbox"/>
Human Rights	<input type="checkbox"/>
Care Experienced People	<input type="checkbox"/>
Other vulnerable groups and people with complex needs (e.g. veterans, children and young people who are cared for or care experienced, carers, domestic abuse victims and survivors, ex-offenders etc.)	<input type="checkbox"/>
People vulnerable to socio-economic deprivation (e.g. unemployed, low income, living in deprived areas, poor/no accommodation, low skills, low literacy etc.)	<input type="checkbox"/>

Please complete the Completed By and Version Table below

Completed by:	Helen Townsend
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Version	Status	Author	Comments	Date Issued
1.0	Draft	Helen Townsend	Draft prepared in consultation with Marion Dixon	13/12/2023

2 Data and Intelligence

[Guidance for this section](#)

2.1 What data and intelligence has informed the activity?
Many other local authorities including Newcastle and Northumberland have Street Trading Policies allowing them to regulate and charge for pitches on various sites within their governance. Pitches in good city centre locations can generate thousands of pounds per annum. Identifying an additional revenue stream that can contribute to the services that we provide is essential in a challenging economic climate and puts us on a consistent footing with neighbouring authorities.
2.2 Summary of data / intelligence / consultation outcomes to inform understanding of differences in:
<ul style="list-style-type: none"> the way people use, access or experience your activity; how the activity may impact; and/or outcomes for different groups?
Prior to introducing this policy we will consult with both street traders, businesses within existing retail units and the general public to ensure that they feel fully involved and engaged in the process. We will also ensure that there are clear communications around pedestrian access, so that those with additional mobility considerations feel reassured that their routes around the city will not be affected,

3 Equality and Human Rights

[Guidance for this section](#)

3.1 Eliminate discrimination, harassment and victimisation
What impact will the activity have?
Uncertain
Explain how/why:
The traders who have obtained a licence will be legitimately able to operate in a particular site/location, however this may cause the gathering of additional people/groups so until the policy is operational it will be hard to accurately determine the impact. We will work closely with the police both prior to, and post implementation to see if incidents of discrimination, harassment and victimisation increase/decrease or remain at a consistent level.
3.2 Advance equality of opportunity between people who share a protected characteristic and those who do not
What impact will the activity have?
Positive
Explain how/why:
The policy will enable any traders/businesses to apply for a permit and also encourage new start-up businesses to trade and assess the market before committing to permanent premises with all of the associated costs.
3.3 Foster good relations between people who share a protected characteristic and those who do not
What impact will the activity have?
Uncertain
Explain how/why:
Until the policy is in place and traders are in situ it will be difficult to determine the impact. As mentioned in 3.1 it will attract more people to certain locations to purchase goods and food. The make-up of users with a protected characteristic will be better understood once operational.

3.4 Age (older ages, children and young people, middle ages, an age range or a specific age)
What impact will the activity have?
Positive
Explain how/why:
Will bring new and varied offer of goods and services to a variety of locations attracting a wide range of people, again difficult to be age specific until traded offer fully understood and consumer data collated.

3.5 Disability (mobility, long-term health conditions, sensory, learning disability, neurological diversity or mental health)
What impact will the activity have?
Positive and Negative
Explain how/why:
Positioning street traders in key locations could potentially create additional hazards for people with disabilities to navigate, therefore potentially creating a more negative experience. However additional goods and services on offer may be a welcome addition/attraction to those with a disability which has a much more positive connotation.

3.6 Gender reassignment (the process of transitioning from one sex to another)
What impact will the activity have?
Not Applicable
Explain how/why:

3.7 Marriage and Civil Partnership
What impact will the activity have?
Not Applicable
Explain how/why:

3.8 Pregnancy and maternity (including breastfeeding)
What impact will the activity have?
Not Applicable
Explain how/why:

3.9 Race (colour, ethnicity, country of origin, culture, etc.)
What impact will the activity have?
Not Applicable
Explain how/why:

3.10 Religion / Belief (including no belief)
What impact will the activity have?
Not Applicable
Explain how/why:

3.11 Sex (male or female)
What impact will the activity have?
Not Applicable
Explain how/why:

3.12 Sexual orientation
What impact will the activity have?
Not Applicable
Explain how/why:

3.13 Will the activity impact on an individual’s Human Rights as enshrined in UK law?
What impact will the activity have?
Not Applicable
Explain how/why:

3.14 Other vulnerable groups and people with complex needs (e.g. veterans, children and young people cared for and care experienced, carers, domestic abuse victims and survivors, ex-offenders, homeless or multiple complexities/characteristics)
What impact will the activity have?
Not Applicable
Explain how/why:

4 Reducing socio-economic and digital inequalities

[Guidance for this section](#)

Will the activity:

4.1 Impact on residents’ financial circumstances	Not Applicable
4.2 Impact on housing, including type, range, affordability, quality and/or condition	Not Applicable
4.3 Impact on digital inclusion or access	Not Applicable
4.4 Impact on education, skills and lifelong learning	Not Applicable
4.5 Impact on employment, including quality and access	Positive and Negative

4.6 Outline the impact your activity will have, including how you propose to mitigate any negative impacts and maximise positive outcomes
Potentially this initiative will create more jobs, however as these stands are outdoors the way each stand is set up, protected from the elements, provides opportunities to take toilet breaks, could impact working conditions.
4.7 Outline how you will measure the anticipated impact(s)
This could be included as guidance for traders within the policy document.

5 Improving population health and reducing health inequalities

[Guidance for this section](#)

Will the activity:

5.1 Help promote healthy living	Positive and Negative
5.2 Help promote safe and inclusive environments	Positive and Negative
5.3 Impact on children, young people and families	Not Applicable
5.4 Impact on natural and built surroundings	Positive and Negative
5.5 Impact on accessibility and active travel encouraging active behaviours	Positive and Negative
5.6 Impact on living independently	Not Applicable

5.7 Outline the impact your activity will have, including how you propose to mitigate any negative impacts and maximise positive outcomes
The goods and services offered will be varied and as consumers make individual decisions on what they purchase their items would be deemed healthy or unhealthy accordingly. Similarly the location, set up and layout of trade stands will create wider opportunities for inclusion however their very presence will attract/deter customers depending on personal preferences. In terms of accessibility this will need to be worked into the policy and best practice gleaned from other authorities with this policy already in place.
5.8 Outline how you will measure the anticipated impact(s)
By undertaking surveys with both the public, traders and their customers.

6 Carbon reduction and sustainability

[Guidance for this section](#)

Will the activity:

6.1 Adapting our behaviour (environmentally significant)	Uncertain
6.2 Impact on biodiversity and natural environment	Not Applicable
6.3 Impact on energy efficient built environment	Positive and Negative
6.4 Impact on renewable energy generation and storage	Positive and Negative
6.5 Impact on travel and active transport	Positive and Negative
6.6 Impact on the green economy	Positive and Negative
6.7 Impact on waste, recycling and consumption	Positive and Negative

6.8 Outline the impact your activity will have, including how you propose to mitigate any negative impacts and maximise positive outcomes
The way in which traders prepare and supply their goods or foods will define their carbon footprint, as will their choice of vehicle/stand to trade their goods or foods from. Similarly, a bi product of their presence may be used cooking oil which can be recycled into fuel, again without knowing who will apply this is difficult to assess now. Increased footfall into and around the city centre and other key sites is possible, again until operational this is difficult to calculate with any degree of accuracy. Inevitably traders will produce waste in terms of non-consumed products and associated packaging.
6.9 Outline how you will measure the anticipated impact(s)
We can outline in the new policy our carbon targets and potentially conduct some carbon audits to assess the impact of individual/collective trade stand presence. This could include capturing the type of vehicle used, distance travelled to and from the trade pitch. In addition, we could include in our policy the benefits of using sustainable/recyclable items across the whole supply chain process(es). By working closely with colleagues in Environmental Services we could also monitor the impact on waste collection prior to and post policy implementation.

7 Community wealth building

[Guidance for this section](#)

Will the activity:

7.1 Impact on community wealth and social value	Positive and Negative
7.2 Impact on social inclusion, integration, and fostering good relations	Positive and Negative
7.3 Impact on crime reduction, anti-social behaviour and community safety	Positive and Negative
7.4 Impact on access to services	Positive and Negative

7.5 Outline the impact your activity will have, including how you propose to mitigate any negative impacts and maximise positive outcomes
The ability to deliver new business in the city will be one positive outcome. The supply chain used by the traders will determine the wider business/enterprise benefits and associated social value. Whilst the strands may offer the opportunity for more social inclusion and engagement, the behaviour of both the traders and customers will determine how safe and inclusive people feel in and around the pitches. Similarly, if retailers have more direct competition by those with potentially lower overheads this could potentially lead to business closing or choosing to operate in a similar way.
7.6 Outline how you will measure the anticipated impact(s)
Consultation with local businesses, traders, customers, and public using these areas of the city. Working closely with the police and anti-social behaviour team to baseline and monitor instances of crime and anti-social behaviour as pitches go-live.

8 Key Actions

Any key actions identified throughout the IIA should be recorded here. This will be the action plan linked to your activity and should be implemented to ensure all inequalities or negative impacts are mitigated.

Key Actions	Timescale	Responsible Officer	Review Date
Desktop study of other local authorities to determine best practise and mitigations to address potentially negative impacts	January to March 2024	Marion Dixon	30/03/2024
Development of trade pitch site plans followed by conducting a detailed impact analysis with key stakeholders	April to June 2024	Marion Dixon	28/06/2024
Baseline of fees/charges with neighbouring authorities	July 2024	Marion Dixon	31/07/2024
Draft policy written	August – October 2024	Marion Dixon	31/10/2024
Draft policy shared with key internal and external stakeholders and feedback gathered	November 2024 – January 2025	Marion Dixon	31/01/2025
Policy Redrafted	February 2025	Marion Dixon	28/02/2025
Trading Policy to Cabinet	March 2025	Marion Dixon	31/03/2025

Please complete the Responsible Officer information below

Responsible officer sign off:	
Name	
Job Title	
Responsible officer for reviewing actions:	
Name	
Job Title	

To support the council's reporting processes in relation to IIA, please use the following naming convention: IIA_(Name_of_activity).

Once you have completed the IIA and it is signed off, please send the final document as an **attachment** to: IIA@sunderland.gov.uk

IAs will be stored in this central database for corporate analysis. **No feedback will be returned on an individual basis as IAs are received.**