

South Cambridgeshire District Council Equality Impact Assessment (EqIA)

Introduction – Please read

Equality Impact Assessments (EqIAs) allow the Council to:

- Show that the Council are meeting its legal duty, demonstrating due regard for the provisions of the [Public Sector Equality Duty](#) as below:
 - Eliminate unlawful discrimination, harassment, and victimisation
 - Advance equality of opportunity between those who share a protected characteristic and those who do not
 - Foster good relations between those who share a relevant protected characteristic and those who do not
- Methodically consider and assess the impacts of proposals across the [nine protected characteristics](#)
- Allow the Council to develop and implement high quality proposals that maximise positive outcomes for all.

EqIAs should be completed during the development and review of all Council policies, strategies, procedures, projects or functions. Where there is any doubt, the completion of an EqIA is always recommended.

When the form is completed, please send an electronic copy to equality.schemes@scambs.gov.uk. Further support and guidance, [including a video on how to fill out EqIAs](#), is available on Insite or you can contact the Policy and Performance Team.

Equality Impact Assessment Complete Form

Section 1: Identifying Details

- 1.1 Officer completing EqIA:
Rachel Jackson
- 1.2 Team and Service:
Licensing, Shared Waste and Environment
- 1.3 Title of proposal:
Review of Street Trading Policy
- 1.4 EqIA start date:
12/09/2025
- 1.5 Proposal implementation date:
01/04/2026
- 1.6 Who will be responsible for implementing this proposal (Officer and/or Team):
Rachel Jackson

Section 2: Proposal to be Assessed

- 2.1 Type of proposal:
Policy
If other, please specify
[Click or tap here to enter text.](#)
- 2.2 Is the proposal:
Review of existing
- 2.3 State the date of any previous equality impact assessment completed in relation to this proposal (if applicable):
n/a

- 2.4 What are the headline aims of the proposal and the objectives that will help to accomplish these aims? (Max 250 words)

To implement revisions to the street trading policy including administrative improvements and introduce a new licence type.

- 2.5 Which of the Council's equality objectives (as detailed in the Council's Equality Scheme) does this proposal link to or help to achieve?

- ☐ Identify, prioritise and deliver actions that will narrow the gap in outcomes between disadvantaged groups and the wider community
- ☐ SCDC is an employer that values difference and recognises the strength that a diverse workforce brings.
- ☐ Protected characteristic groups have a voice and are represented in forming the future shape of the district.
- ☒ None.

- 2.6 Which groups or individuals will the proposal affect:

- ☒ Service Users ☐ Councillors
- ☐ External Stakeholders ☐ Other
- ☐ Employees

If other, please specify [Click or tap here to enter text.](#)

- 2.7 Broadly speaking, how will these groups or individuals be affected? (you will be asked to provide more detail on the specific impacts on different protected characteristic groups later in the form) (max 250 words)

A new scheme for licensing ice cream traders is proposed which will support businesses, allow greater flexibility and provide greater choice for the consumer.

- 2.8 If any part of the proposal is being undertaken by external partners, please specify how the Council will ensure that they will meet equality standards?
(Max 250 words)
No

Section 3: Evidence and Data

- 3.1 Describe any work you have done (this could include consultation) to understand any effects on groups of people, including those within [9 protected characteristic groups?](#) Please list any key sources (e.g. web-search, previous versions of document, customer feedback etc) that you used to reach your conclusions.
(Max 250 words)
This can be viewed in the Licensing Committee agenda: [Agenda for Licensing Committee on Wednesday, 3 September 2025, 10.00 a.m.](#)
- 3.2 If you have not undertaken any consultation, please detail why not, or when consultation is planned to take place.
(Max 250)
Consultation to commence after Cabinet sign off of the Licensing Committee recommendation.

Section 4: Impact of proposal on those with protected characteristics

- 4.1 Please select all characteristics that may or will be impacted (positive or negative). When providing details of the impact please consider the following questions
- whether each impact is positive, neutral or negative
 - whether it is a high, medium or low impact. (both the number of persons affected and the severity of the impact)



- you will be asked to set out actions to manage these impacts in the following question (4.2)

☐ All - general to all protected Characteristics.

Details: [Click or tap here to enter text.](#)

☐ Age

Details: [Click or tap here to enter text.](#)

☐ Disability

Details: [Click or tap here to enter text.](#)

☐ Gender reassignment

Details: [Click or tap here to enter text.](#)

☐ Marriage and Civil Partnership

Details: [Click or tap here to enter text.](#)

☐ Pregnancy and maternity

Details: [Click or tap here to enter text.](#)

☐ Race

Details: [Click or tap here to enter text.](#)

☐ Religion and belief

Details: [Click or tap here to enter text.](#)

☐ Sex

Details: [Click or tap here to enter text.](#)

☐ Sexual orientation

Details: [Click or tap here to enter text.](#)

☒ None of the above

4.2 Other characteristics

Some characteristics are not yet protected in law, but the Council has made declarations it will consider them in policy making.

☐ Digital inclusion [\(what is this?\)](#)

Details: [Click or tap here to enter text.](#)

☐ Care experience [\(what is this?\)](#)

Details: [Click or tap here to enter text.](#)

☒ Rurality

Details We are a rural District, a policy that would see an increase in potential food offerings may be welcomed.

☐ Socio-economic

Details [Click or tap here to enter text.](#)

4.3 Considering the above impacts you have identified above, please detail any actions (specific or general) which may help to enhance or mitigate impacts.

Please include the timescale for completing the action.

Action and timescale	Officer
None n/a	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.

4.4 How will you monitor that the above actions have been completed and that this proposal, once implemented, is impacting fairly on everyone it affects? In answering this question, please include information about feedback you will seek and/or data you will collect and analyse, and how often you will do this

[This policy will be kept under periodic review.](#)

Section 5: Summary

- 5.1 Briefly summarise the key findings of the EqIA and any significant equality considerations that should be taken into account when deciding how to proceed with the proposal (this section can be included within the 'equality implications' section of any committee reports). (Max. 250 words)

I do not consider there are any implications as a result of the policy revision

- 5.2 Confirm the recommendation of the officer completing the EqIA:

☒ Proceed with the proposal (with any actions identified as required within Section 4 of the EqIA). Analysis demonstrates that the proposal is robust, we have taken all appropriate opportunities to advance equality and foster good relations between groups.

☐ Reject the proposal: Analysis demonstrates that the proposal will cause unlawful discrimination and it must be removed or changed

Section 6: Sign Off

- 6.1 Signature of individual completing EqIA:

Rachel Jackson

- 6.2 Date of completion:

12/09/2025

- 6.3 When will this proposal next be reviewed and who will this be? (when in doubt 3 years minimum)

By no later than September 2030

- 6.4 Approving officer signature *, this should be your Head of Service, Service Area Manager, or Project Sponsor:




Bode Esan

6.5 Date of approval:

26/09/2025

Please send the completed document to Equality.Schemes@scambs.gov.uk for publishing on the website.

**in the event that this EqIA is completed by Head of Service, then no additional approving signature is required.*