

Screening/Scoping Pro Forma

Section	Parking Services		Officer responsible for the screening/scoping	Derek Trawber / Bob Crane		
Name of Policy to be assessed	Management of North Street Market		Date of Assessment	1/4/10	Is this a proposed new or existing policy/procedure/practice?	Existing
1. Briefly describe the aims, objectives and purpose of the policy/procedure/practice?	Parking Services manage the North Street Market because it is sited on a car park. The aim is to ensure that a vibrant, successful market is maintained for the benefit of the town and traders.					
2. Are there any associated or specific objectives of the policy/procedure/practice? Please explain.	<ul style="list-style-type: none"> To ensure a diverse range of goods are sold with no repetition (except for vegetables). <i>How do people apply for pitches?</i> To ensure maximum occupancy is maintained. To ensure all health and safety requirements are followed by the traders. 					
3. Who is intended to benefit from this policy and in what way?	<ul style="list-style-type: none"> Shoppers (Range of good value produce and goods). The town and other businesses (Attracts shoppers to the town). The Council (Good reputation for supporting and managing the market). Traders (Able to earn a living). 					
4. What outcomes are wanted from this policy/procedures/practice?	<ul style="list-style-type: none"> Full occupancy. Diverse range of traders and goods. Well run market. Popular, well used market. 					
5. What factors/forces could contribute/detract from the outcomes?	The weather, economy, competition, publicity, professionalism, adherence to the code of practice (see attached).					
6. Who are the main stakeholders in relation to the policy?	<ul style="list-style-type: none"> The traders (There is a stallholders' association) The Council Environmental Health are also involved in the licensing of food stalls The public 		7. Who implements the policy, and who is responsible for the policy?	Head of Operational Services / Parking Manager		

8. Are there concerns that the policy <u>could</u> have a differential impact on racial groups?	N	
What existing evidence (either presumed or otherwise) do you have for this?	Traders come from a diverse range of racial groups.	
9. Are there concerns that the policy <u>could</u> have a differential impact due to gender?	N	
What existing evidence (either presumed or otherwise) do you have for this?	Traders are both male and female.	
10. Are there concerns that the policy <u>could</u> have a differential impact due to disability?	N	<i>Could there be disability access issues?</i>
What existing evidence (either presumed or otherwise) do you have for this?	We have no evidence that this is an issue.	
11. Are there concerns that the policy <u>could</u> have a differential impact due to sexual orientation?	N	
What existing evidence (either presumed or otherwise) do you have for this?	We have no evidence that this is an issue.	
12. Are there concerns that the policy <u>could</u> have a differential impact due to their age?	N	
What existing evidence (either presumed or otherwise) do you have for this?	Traders are from a wide age range.	
13. Are there concerns that the policy <u>could</u> have a differential impact due to their religious belief?	N	

What existing evidence (either presumed or otherwise) do you have for this?	We have no evidence that this is an issue.		
14. Are there concerns that the policy <u>could</u> have a differential impact due to them having dependants/caring responsibilities?		N	
What existing evidence (either presumed or otherwise) do you have for this?	We have no evidence that this is an issue.		
15. Are there concerns that the policy <u>could</u> have a differential impact due to them have an offending past?		N	
What existing evidence (either presumed or otherwise) do you have for this?	We have no evidence that this is an issue.		
16. Are there concerns that the policy <u>could</u> have a differential impact due to them being Transgender or transsexual?		N	
What existing evidence (either presumed or otherwise) do you have for this?	We have no evidence that this is an issue.		
17. Could the differential impact identified in 8-16 amount to there being the potential for adverse impact in this policy/procedure/practice?		N	

<p>18. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?</p>		<p>N</p>	<p>N/A</p>
<p>Business improvement</p> <p>19. Is there any concern that there are unmet needs in relation to any of the above groups?</p>		<p>N</p>	
<p>20. Does differential impact or unmet need cut across the equality strands (e.g. elder BME groups)?</p>		<p>N</p>	
<p>21. If yes, should the full EIA be conducted jointly with another service area/contractor/partner/agency?</p>		<p>N</p>	
<p>22. Is there a missed opportunity to improve your business in relation to any of the policies, procedures or practices to promote racial, gender, disability, age, sexual orientation, religion or belief equality?</p>		<p>N</p>	

23. Should the policy proceed to a full equality impact assessment?		N		
24. If No, are there any changes required to the policy to improve it around the equality agenda?	Y		<ul style="list-style-type: none"> • Consider introducing equalities monitoring as part of the application procedure. • Consult with traders on these issues. 	

Signed
(completing officer)

Date April 2010

Signed
(Head of Section)

Date

Countersigned
(Corporate Diversity/Diversity/Policy Team)

Date April 2010