**Appendix 1**

**Rural Needs Impact Assessment Template**

By providing a framework for the processing of street trading applications, including the procedures to be followed when determining applications, the policy will: promote consistency in the decision-making process; assist in ensuring that applications are dealt with as quickly and fairly as possible; provide clarity and transparency in Council’s decision-making process and give prospective applicants an early indication as to whether their application is likely to be granted or not; ensure that Council meets its legal obligations under the Act and the Provision of Services Regulations 2009

**1C. Please indicate which category the activity specified in Section 1B above relates to**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Developing a | Strategy |  | Policy | x | Plan |  |
|  |  |  |  |  |  |  |
| Adopting a | Strategy |  | Policy |  | Plan |  |
|  |  |  |  |  |  |  |
| Implementing a | Strategy |  | Policy |  | Plan |  |
|  |  |  |  |  |  |  |
| Revising a  | Strategy |  | Policy |  | Plan |  |
|  |  |  |  |  |  |  |
| Designing a Public Service |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Delivering a Public Service |  |  |  |  |  |  |

Derry City and Strabane District Council

**SECTION 1 - Defining the activity subject to Section 1(1) of the Rural Needs Act (NI) 2016**

**1A. Name of Public Authority**

**1B. Please provide a short title which describes the activity being undertaken by the Public Authority that is subject to Section 1(1) of the Rural Needs Act (NI) 2016.**

The development of a policy for the management of applications for street trading licences to permit trading within the district council area.

**1D. Please provide the official title (if any) of the Strategy, Policy, Plan or Public Service document or initiative relating to the category indicated in Section 1C above**

Street Trading Policy

**1E. Please provide the aims and/or objectives of the Strategy, Policy, Plan or Public Service**

*Rationale for using alternative definition of ‘rural’ used*

Not applicable

Not applicable

*Details of alternative definition of ‘rural’ used*

|  |  |  |
| --- | --- | --- |
| Population Settlements of less than 5,000 (Default definition) |  | x |
|  |  |  |
| Other Definition (Provide details and the rationale below) |  |  |
|  |  |  |
| A definition of ‘rural’ is not applicable  |  |  |

**1F. Which definition of ‘rural’ is the Public Authority using in respect of the Policy, Strategy, Plan or Public Service?**

The policy is not intended to impact on people in rural areas differently from those in urban areas – it will be applied equally across the whole district.

 **2C. If the Policy, Strategy, Plan or Public Service is intended to impact on people in rural areas differently from people in urban areas, please explain how it will impact people in rural areas differently**

The policy is intended to apply across the whole district and will impact equally on people in urban and rural areas.

It is designed to provide a framework for the processing of street trading applications, thereby increasing consistency and transparency in the licensing decision-making process.

Applications may be made by persons from both rural and urban areas of the district and those applications may relate to street trading in both urban and rural areas.

 **2B. Please explain how the Policy, Strategy, Plan or Public Service is intended to impact on people in rural areas**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **YES** | **x** | **NO** |  | **If the response is NO GO TO Section 2E** |

 **2A. Is the Policy, Strategy Plan or Public Service intended to impact on people in rural areas?**

**SECTION 2 – Understanding the impact of the Policy, Strategy, Plan or Public Service**

|  |  |  |
| --- | --- | --- |
| Rural Businesses  |  |  |
|  |  |  |
| Rural Tourism |  |  |
|  |  |  |
| Rural Housing |  |  |
|  |  |  |
| Jobs or Employment in Rural Areas |  |  |
|   |  |  |
| Education or Training in Rural Areas |  |  |
|  |  |  |
| Broadband or Mobile Communications in Rural Areas |  |  |
|   |  |  |
| Transport Services or Infrastructure in Rural Areas |  |  |
|  |  |  |
| Health or Social Care Services in Rural Areas |  |  |
|  |  |  |
| Poverty in Rural Areas |  |  |
|  |  |  |
| Deprivation in Rural Areas |  |  |
|  |  |  |
| Rural Crime or Community Safety  |  |  |
|  |  |  |
| Rural Development |  |  |
|  |  |  |
| Other (Please state) | Administration of street trading applications |  |  |

|  |  |  |
| --- | --- | --- |
|  |  |  |

|  |
| --- |
| **If the response to Section 2A was YES GO TO Section 3A** |

**2E. Please explain why the Policy, Strategy, Plan or Public Service is NOT intended to impact on people in rural areas**

**2D. Please indicate which of the following rural policy areas the Policy, Strategy, Plan or Public Service is intended to impact on**

|  |  |  |  |
| --- | --- | --- | --- |
| Consultation with Rural Stakeholders  | x | Published Statistics |  |
|  |  |  |  |
| Consultation with Other Organisations | x | Research Papers |  |
|  |  |  |  |
| Surveys or Questionnaires | x | Other Publications |  |
|  |  |  |  |
| Other Methods or Information Sources (include details below) |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **YES** | **x** | **NO** |  | **If the response is NO GO TO Section 3E** |

**SECTION 3 – Identifying the Social and Economic Needs of Persons in Rural Areas**

The policy was subject to a 12 week consultation period, commencing in January 2019.

A letter was sent to advise key stakeholders, including PSNI District Commander, Department for Infrastructure (Roads), various Council Services (Planning Department, Business Support, Festivals and Events, Off Street Car Parking and Environmental Health), Chambers of Commerce (Derry and Strabane), City Centre Initiative (Derry City Centre), BID in Strabane (Strabane Town Centre), Retail NI and the National Market Traders Federation.

Public notices were placed in the local papers, covering rural and urban areas: Derry Journal, Londonderry Sentinel, Strabane Weekly and Tyrone Constitution.

A specific website was developed: <http://www.derrystrabane.com/Licensing/Street-Trading-Consultation>, from which the draft policy and consultation document could be downloaded. These were also available to anyone contacting the Licensing Section by e-mail or telephone (using the contact details provided).

A version of the questionnaire was available to complete on-line using the “Have Your Say” web site.

**3C. Please provide details of the methods and information sources used to identify the social and economic needs of people in rural areas including relevant dates, names of organisations, titles of publications, website references, details of surveys or consultations undertaken etc.**

**3B. Please indicate which of the following methods or information sources we used by the Public Authority to identify the social and economic needs of people in rural areas**

**3A. Has the Public Authority taken steps to identify the social and economic needs of people in rural areas that are relevant to the Policy, Strategy, Plan or Public Service?**

DMS 17.18.057 Annex 1

There were no specific social or economic needs of people in rural areas identified as being directly impacted by this policy, which focuses on the processing of applications.

However, it is recognized that availability of street trading, may have a positive impact on people living in rural areas:

* by increasing the choice of goods or services available to people in rural areas
* offering opportunities for employment to those from rural areas wishing to become traders

**3D. Please provide details of the social and economic needs of people in rural areas which have been identified by the Public Authority?**

|  |
| --- |
| **If the response to Section 3A was YES GO TO Section 4A** |

**3E. Please explain why no steps were taken by the Public Authority to identify the social and economic needs of people in rural areas??**

Not applicable

* Application forms should be available in a range of formats to ensure that anyone in rural areas is not disadvantaged when trying to make an application
* The availability of items and/or services provided street traders may increase the choice available to people living in rural areas, e.g. through the licensing of mobile traders who can visit rural areas, bringing goods to people’s homes or locality that would otherwise only be available if they travelled to urban areas

This may be particularly beneficial to older persons and/or those without access to transport

**4A. Please provide details of the issues considered in relation to the social and economic needs of people in rural areas identified by the Public Authority.**

**SECTION 4 – Considering the Social and Economic Needs of Persons in Rural Areas**

**SECTION 5 – Influencing the Policy, Strategy, Plan or Public Service**

|  |
| --- |
| **If the response to 5A was YES GO TO Section 6A** |

**5B. Please explain how the development, adoption, implementation or revision of the Policy, Strategy or Plan, or the design or delivery of the Public Service, has been influenced by the rural needs identified**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **YES** |  | **NO** | **x** | **If the response is NO GO TO Section 5C** |

**5A. Has the development, adoption, implementation or revision of the Policy, Strategy or Plan, or the design or delivery of the Public Service, been influenced by the rural needs identified?**

**5C. Please explain why the development, adoption, implementation or revision of the Policy, Strategy or Plan, or the design or the delivery of the Public Service, has NOT been influenced by the rural needs identified**

This policy is designed to apply to the processing of applications and is designed to apply equally across the whole district, impacting equally on rural and urban areas. The policy is already designed to facilitate the satisfactory receipt and processing of applications from all persons, irrespective of whether they live in rural or urban areas.

**SECTION 6 – Documenting and Recording**

**6A. Please tick below to confirm that the Rural Needs Impact Assessment will be recorded on the Public Authority’s Annual Monitoring Return and the RNIA Template retained by the Public Authority**

|  |  |  |
| --- | --- | --- |
| **I confirm that details of the Rural Needs Impact Assessment will be recorded and the RNIA Template retained** |  | **x** |

|  |  |
| --- | --- |
| **Rural Needs Impact Assessment undertaken by:** | Paul Rafferty |
| **Position / Grade:** | Environmental Health Team Leader |
| **Division/Branch** | Licensing and Safety Advisory Group |
| **Signature:** |  |
| **Date:** | 13 December 2019 |
| **Rural Needs Impact Assessment approved by:** |  |
| **Position / Grade:** |  |
| **Division / Branch**  |  |
| **Signature:** |  |
| **Date:** |  |