

Report to the Chief Officer (Highways and Transportation)

Date: 18 March 2014

**Subject: Design & Cost Report for Wetherby Area Traffic Regulation Order
Phase 2**

Capital Scheme Number:

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Wetherby	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

- 1 One of the four key objectives of the Best Council Plan is to 'promote sustainable and economic growth' through delivering key infrastructure projects. The proposals within this project are specifically aimed at addressing obstructive and inconsiderate parking, which should reduce anti-social behaviour and provide a safer environment for the general public.
- 2 This report seeks approval to introduce various waiting restrictions throughout the Wetherby ward. These are long standing issues that have been raised by various parties and by combining them together the authority will reduce the cost per site significantly.
- 2 Providing waiting restrictions at these sites will resolve parking, congestion and access issues at six sites identified by the Wetherby Ward members, local residents/businesses, St Joseph's and St James' Primary schools and West Yorkshire Police at Wetherby as being problematic. Combining the sites together will reduce the individual cost of each and allow a number of sites to be treated for the approximate cost of one site. The six specific sites are;
 - i. Sandbeck Industrial Estate – Requests from Wetherby Councillors, local residents and businesses and West Yorkshire Police have been received for the introduction of waiting restrictions to prevent obstructive and indiscriminate daytime parking which causes problems accessing the

various businesses and overnight HGV parking, which causes noise and anti-social problems for the local residents and businesses;

- ii. Hallfield Lane – Requests from St James’ Primary School and local residents have been received for the introduction of waiting restrictions to clear and prevent obstructive and indiscriminate school related parking on the school frontage;
- iii. Barleyfields Road – Requests from St Joseph’s Primary School have been received for the introduction of waiting restrictions to clear and prevent obstructive and indiscriminate school related parking in the area around the school;
- iv. Micklethwaite Grove – Requests from the local residents association for waiting restrictions to remove obstructive parking which takes place;
- v. Sandringham Road - Requests from the local residents and St Joseph’s Primary School for waiting restrictions to remove obstructive parking which takes place; and
- vi. Westgate/Caxton Road - Requests from the Wetherby Councillors for the extension of the existing waiting restriction to remove obstructive parking which takes place close to the junction.

Recommendations

3 The Chief Officer (Highways and Transportation) is requested to:

- i) note the contents of this report;
- ii) approve the proposals to introduce waiting restrictions at six sites within the Wetherby ward as shown on drawing numbers TME/33/1/169/1 to 6, at a total cost of £6,000 funded from the Traffic Management Revenue budget; and
- iii) Instruct the City Solicitor to advertise a draft Traffic Regulation Order to introduce various waiting restrictions and residents permit parking, as shown on drawing numbers TME/33/1/169/1 to 6 and, if no valid objections are received, to make, seal and implement the Order as advertised.

1 Purpose of this report

- 1.1 This report seeks approval for the implementation of a package of waiting restrictions at six sites across the Wetherby ward at an estimated total cost of £6,000 to be met entirely from the Traffic Management Revenue budget.
- 1.2 The report also seeks approval to advertise a draft Traffic Regulation Order (TRO) and if no valid objections are received, to make and seal the TRO as advertised.

2 Background information

- 2.1 A number of requests have been received by the Traffic Management section over the last twelve months from Wetherby Ward members, local residents/businesses, St Joseph's and St James' Primary schools and West Yorkshire Police at Wetherby for various waiting restrictions within the Wetherby ward. These have primarily been to improve access or visibility at junctions, to ease congestion in the vicinity of the schools and to remove indiscriminate, obstructive and anti-social parking.
- 2.2 Historically a Traffic Regulation Order to provide waiting restrictions costs in the vicinity of £5,000, including works, staff fees, legal and advertisement costs. This level of expenditure is not appropriate for an individual location, and in the past a number of close sites in a specific geographical area have been grouped and completed together to reduce this expenditure.
- 2.3 Traffic Management have collated the various requests received over the last 12 months and have produced a compilation plan detailing the requests for the Wetherby ward. The requests are slightly wider spread than would previously have been considered for inclusion together, however this is balanced by the need to reduce costs across the service.

3 Main issues

3.1 Design Proposals and Full Scheme Description.

- 3.1.1 In order to address and resolve the various problems at the numerous locations it is proposed to advertise a Traffic Regulation Order to provide waiting restrictions at the six sites across the Wetherby ward.
- 3.1.2 The sites where waiting restrictions are to be implemented and the restrictions included in the Traffic Regulation Order are as follows;
 - i. **Sandbeck Industrial Estate** – Introduce lengths of No Waiting At Any Time, No Waiting Monday to Friday 7pm till 7am and Resident Permit Parking Monday to Friday 7pm till 7am on sections of Audby Lane and Sandbeck Way to prevent obstructive and indiscriminate daytime parking which causes problems accessing the various businesses and overnight HGV parking, which causes noise and anti-social problems for the local residents and businesses;
 - ii. **Hallfield Lane** – Introduce lengths of No Waiting At Any Time and No Stopping on School zig-zag markings Monday to Friday 8-9am and 2:30-4pm restrictions on sections of Hallfield Lane to clear and prevent obstructive and indiscriminate school related parking on the school frontage;
 - iii. **Barleyfields Road** – Introduce lengths of No Waiting At Any Time, No Stopping on School zig-zag markings Monday to Friday 8-9am and 2:30-4pm and No Waiting Monday to Friday 8-9am and 2:30-4pm restrictions on sections of Barleyfields Road, Barleyfields Court, Foxhill

and Northfield Place to clear and prevent obstructive and indiscriminate school related parking in the area around the school;

- iv. **Micklethwaite Grove** – Introduce lengths of No Waiting At Any Time and 4 hour limited waiting restrictions to remove obstructive and indiscriminate parking;
- v. **Sandringham Road** – Introduce lengths of No Waiting At Any Time restriction around radii along Sandringham Road to clear and prevent obstructive and indiscriminate parking; and
- vi. **Westgate** – Extend the existing No Waiting At Any Time restriction along Westgate to prevent obstructive parking and improve visibility from Caxton Street.

3.1.3 To implement waiting restrictions and deliver schemes at the above six sites individually it would cost around £30,000.

3.1.4 Combining the six sites together and introducing waiting restrictions as a package of measures will result in costs being reduced to £6,000, a saving of approx. £24,000.

3.2 **Programme** - Subject to approval being granted, it is proposed to design the scheme in the 2013/14 financial year and advertise the draft Traffic Regulation Order and implement the actual works in the 2014/15 financial year.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.2 Ward Members were consulted on the proposals by email on 3rd February 2014 and at various Wetherby Ward members meetings. Some of the issues had originally been raised either by the Wetherby Ward members or via them, so the members were eager to see the proposals implemented.

4.1.3 Wetherby Town Council were consulted on the proposals by email on 3rd February 2014 and responded in favour of the proposals.

4.1.4 West Yorkshire Police, WYMAS, West Yorkshire Fire Service and Metro were consulted on the proposals by email on 3rd February 2014. No adverse comments were received against the proposals. The local Police inspector at Wetherby responded recognising the problematic areas and favouring the proposals.

4.1.5 Affected local residents and businesses were consulted by letter dated 6th February 2014. Some concerns were raised about elements of the proposals and adjustments have been made to reflect these concerns.

4.1.6 St James' and St Joseph's Primary Schools were consulted by letter dated 6th February 2014. Some concerns were raised about elements of the proposals and adjustments have been made to reflect these concerns.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 An Equality, Diversity, Cohesion and Integration Screening (Appendix 1) was carried out in February 2014 which found the following positive and negative impacts;

Positive Impacts

- Reducing the number of injury accidents on the highway network;
- Reducing the level of congestion on parts of the highway network
- Providing a safer and more accessible environment for members of the public when travelling around the locality, especially children travelling to and from school, customers and workers of the various businesses and local residents;
- Remove overnight anti-social parking;
- Improve visibility from various minor side roads and private accesses; and
- Prevent the obstruction of various private accesses by parked vehicles.

Negative Impacts

- On street parking may be displaced to adjacent unrestricted sections of the highway, although this can be addressed by monitoring and if necessary introducing further parking restrictions

4.2.2 Whilst the proposals will address the obstructive and inconsiderate parking, the anti-social behaviour and improve general road safety, in order to minimise the negative impact continuous monitoring will be carried out following the introduction of the restrictions and should further action be deemed necessary then further restrictions will be considered.

4.3 Council policies and City Priorities

4.3.1 Local Transport Plan (LTP): The proposals contained in this report are in accordance with Local Transport Plan 3 - Strategic Approaches:

- Travel Choices:** P10. Promote the benefits of active travel.
Connectivity: P18. Improve safety and security
P22. Develop networks and facilities to encourage cycling and walking.

4.3.2 Disabled/Mobility: The proposals will provide a positive improvement to local residents especially children travelling to and from St James' and St Joseph's Primary Schools, by removing indiscriminate footway parking.

4.3.3 Ethnic minorities and women: This report has no implications for ethnic minorities or women.

4.4 Resources and value for money

4.4.1 Full scheme estimate

4.4.2	Costs for the scheme are as follows:	Works	£2,000
		Legal fees	£3,000
		Staff fees	£1,000

The funding for this scheme can be met from the Traffic Management Revenue budget 2014/2015.

4.5 Legal Implications, Access to Information and Call In

4.5.1 The scheme is in the Annual Programme and subject to approval is programmed to be completed in the 2014/2015 financial year.

4.6 Risk Management

4.6.1 There are no risks over and above those expected when working on the public highway.

5 Conclusions

5.1 Providing various waiting restrictions at these six sites will improve access and visibility at junctions, ease congestion and remove indiscriminate, obstructive and anti-social parking, all identified by the Wetherby Ward members, local residents/businesses, St James' and St Joseph's Primary Schools and West Yorkshire Police as being problematic. Combining the sites together will reduce the overall cost of each and allow a number of sites to be treated for the approximate cost of one site.

6 Recommendations

6.1 The Chief Officer (Highways and Transportation) is requested to:

- i) note the contents of this report;
- ii) approve the proposals to introduce waiting restrictions at six sites within the Wetherby ward as shown on drawing numbers TME/33/1/169/1 to 6, at a total cost of £6,000 funded from the Traffic Management Revenue budget; and
- i) Instruct the City Solicitor to advertise a draft Traffic Regulation Order to introduce various waiting restrictions and residents permit parking, as shown on drawing numbers TME/33/1/169/1 to 6 and, if no valid objections are received, to make, seal and implement the Order as advertised.

7.0 Background documents¹

¹ The background documents listed in this section are available for download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

7.1 None.

Equality, Diversity, Cohesion and Integration Screening (Appendix 1)



As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration.

A **screening** process can help judge relevance and provides a record of both the **process** and **decision**. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions.

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality, diversity, cohesion and integration.
- whether or not equality, diversity, cohesion and integration is being/has already been considered, and
- whether or not it is necessary to carry out an impact assessment.

Directorate: City Services	Service area: Traffic Management
Lead person: Nick Borrás	Contact number: 3951431

1. Title: Wetherby Area Traffic Regulation Order Phase 2

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

2. Please provide a brief description of what you are screening

The screening focus on the Highways and Transportation Board Report seeking approval to provide a series of parking restrictions to prevent indiscriminate, obstructive and anti-social parking, remove congestion and improve access to areas around St James' and St Joseph's Primary Schools, Wetherby.

3. Relevance to equality, diversity, cohesion and integration

All the council's strategies/policies, services/functions affect service users, employees or the wider community – city wide or more local. These will also have a greater/lesser relevance to equality, diversity, cohesion and integration.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation and any other relevant

characteristics (for example socio-economic status, social class, income, unemployment, residential location or family background and education or skills levels).

Questions	Yes	No
Is there an existing or likely differential impact for the different equality characteristics?	X	
Have there been or likely to be any public concerns about the policy or proposal?		X
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?		X
Could the proposal affect our workforce or employment practices?		X
Does the proposal involve or will it have an impact on <ul style="list-style-type: none"> • Eliminating unlawful discrimination, victimisation and harassment • Advancing equality of opportunity • Fostering good relations 		X

If you have answered **no** to the questions above please complete **sections 6 and 7**

If you have answered **yes** to any of the above and;

- Believe you have already considered the impact on equality, diversity, cohesion and integration within your proposal please go to **section 4**.
- Are not already considering the impact on equality, diversity, cohesion and integration within your proposal please go to **section 5**.

4. Considering the impact on equality, diversity, cohesion and integration
<p>If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration you have carried out an impact assessment.</p> <p>Please provide specific details for all three areas below (use the prompts for guidance).</p> <ul style="list-style-type: none"> • How have you considered equality, diversity, cohesion and integration? (think about the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected) <p>Consultation has been carried out with:</p> <ul style="list-style-type: none"> • Wetherby Ward Councillors (<i>who unanimously support the proposals</i>) • Wetherby Town Council • Emergency Services & Metro (no adverse comments were received) • Local Residents • Local Businesses <p>The aim of the consultation was to make everyone aware of the proposals in terms of removing indiscriminate, obstructive and anti-social parking, reducing personal injury accidents, providing a safer and a more accessible environment when travelling around the local community.</p> <p>Additional consultation/engagement will take place prior to the works being carried by means of the legal advertisement of the Traffic Regulation Orders both in the local media and on street by means of a public notice</p>

- **Key findings**

(think about any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)

The introduction of the various parking restrictions will provide both positive and negative impacts to all road users;

Positive Impacts

- Reducing the number of injury accidents on the highway network;
- Reducing the level of congestion on parts of the highway network
- Providing a safer and more accessible environment for members of the public when travelling around the locality, especially children travelling to and from school, customers and workers of the various businesses and local residents;
- Remove overnight anti-social parking;
- Improve visibility from various minor side roads and private accesses; and
- Prevent the obstruction of various private accesses by parked vehicles.

Negative Impacts

- On street parking may be displaced to adjacent unrestricted sections of the highway, although this can be addressed by monitoring and if necessary introducing further parking restrictions

- **Actions**

(think about how you will promote positive impact and remove/ reduce negative impact)

The continuous support from the Wetherby Councillors, Town Councillors, residents, businesses and schools has helped to maintain a positive impact on the local communities and the various road users of the area.

Whilst the proposals will address the obstructive and inconsiderate parking, the anti-social behaviour and improve general road safety, in order to minimise the negative impact continuous monitoring will be carried out following the introduction of the restrictions and should further action be deemed necessary then further restrictions will be considered.

5. If you are not already considering the impact on equality, diversity, cohesion and integration you will need to carry out an impact assessment.

Date to scope and plan your impact assessment:	N/A
Date to complete your impact assessment	N/A
Lead person for your impact assessment (Include name and job title)	N/A

6. Governance, ownership and approval

Please state here who has approved the actions and outcomes of the screening

Name	Job title	Date
Nick Hunt	Traffic Engineering Manager	27 February 2014

7. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given. If you are not carrying out an independent impact assessment the screening document will need to be published.

If this screening relates to a **Key Delegated Decision, Executive Board, full Council** or a **Significant Operational Decision** a copy should be emailed to Corporate Governance and will be published along with the relevant report.

A copy of **all other** screening's should be sent to equalityteam@leeds.gov.uk. For record keeping purposes it will be kept on file (but not published).

Date screening completed	27 February 2014
If relates to a Key Decision - date sent to Corporate Governance	
Any other decision – date sent to Equality Team (equalityteam@leeds.gov.uk)	