

Report to the Chief Officer (Highways and Transportation)

Date: 18 March 2014

Subject: Design & Cost Report for Farm Road, Crossgates – Proposed Traffic Regulation Order

Capital Scheme Number:

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Killingbeck & Seacroft		
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?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

Summary of main issues

1. These proposals aim to address the problems and concerns raised by the Killingbeck & Seacroft Councillors and the elderly residents of Nos. 61 to 67 Farm Road about the inability for the residents, their visitors and their medical help to be able to park in close proximity of their properties.
2. The purpose of this report is to seek approval to carry out a small element of kerbing/footway works and the introduction of Resident Permit Parking on Farm Road as shown on the attached drawing no. TME/20/1/93/1; and the advertisement of the draft Traffic Regulation Order and, if no valid objections are received, to make, seal and implement the Order as advertised.

Recommendations

3. The Chief Officer (Highways and Transportation) is requested to:
 - i) note the contents of this report;
 - ii) approve the proposals to carry out a small element of kerbing/footway works and the introduction of Resident Permit Parking on Farm Road, Crossgates, as shown on the attached drawing number. TME/20/1/93/1, at a total cost of £10,000 funded by the elected members through injection into the Traffic Management Revenue budget; and

- iii) instruct the City Solicitor to advertise the draft Traffic Regulation Order to introduce residents only parking on a section of Farm Road, as shown on drawing number TME/20/1/93/1 and, if no valid objections are received, to make, seal and implement the Orders as advertised.

1 Purpose of this report

- 1.1 The purpose of this report is to seek approval to carry out a small element of kerbing/footway works and the introduction of Resident Permit Parking on Farm Road as shown on the attached drawing no. TME/20/1/93/1; and the advertisement of the draft Traffic Regulation Order and, if no valid objections are received, to make, seal and implement the Order as advertised, all being funded from the Traffic Management Revenue budget.

2.0 Background information

- 2.1 Farm Road is a narrow road running from the A6120 Station Road into the Poole estate, serving Crossgates library, a large residential area and Crossgates Children's Centre, but is subject to wide footways, with the footways along the frontages of the properties in question being approx. 5m wide.
- 2.2 Over the past 12 months complaints and concerns have been raised by the Killingbeck & Seacroft Councillors and the elderly residents of Nos. 61 to 67 Farm Road about the inability for the residents, their visitors and their medical help to be able to park in close proximity of their properties.
- 2.3 Due to the close proximity of Farm Road, to the central shopping area of Crossgates, parking is restricted in the whole area with a mixture of limited waiting, permit parking and on this particular length of Farm Road, a No Waiting At Any Time restriction along the frontages of the residential properties.

3 Main issues

3.1 Design Proposals and Full Scheme Description.

- 3.1.1 These proposals aim to address the complaints and concerns that have been raised by the Killingbeck & Seacroft Councillors and the local elderly residents and their families about the lack of on street parking adjacent to Nos. 61 to 67 Farm Road.
- 3.1.2 In order to provide an element of parking for the elderly residents of Nos 61 to 67 Farm Road, it is proposed to introduce a dropped kerb along the full frontage of these properties and Resident Permit parking to enable the residents, their visitors and their medical help to be able to park in close proximity of their properties.

- 3.1.3 The total estimated cost of the required highway works is £10,000 comprising £500 works costs and £3,500 staff fees and advertisement costs, funded by the elected members through injection into the Traffic Management Revenue budget.
- 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

- 4.1.1 Ward Members and the Local MP were consulted on the proposals by email on 8 January 2014. The Ward Members were in full support of the proposals and eager to see the proposals implemented in order to address the concerns of the Farm Road residents. The Ward Members were also instrumental in arranging funding for this scheme to take place.
- 4.1.2 West Yorkshire Police, WYMAS, West Yorkshire Fire Service and Metro were consulted on the proposals by email on 8 January 2014. West Yorkshire Police have no objections to the proposals. No other adverse comments were received from the emergency services.
- 4.1.2 The local residents of Farm Road were consulted by letter in 6 February 2014. As some of the residents are the original complainants they are in favour of the proposals and the prospect of being able to park along the frontage of their properties.

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

- Providing on Resident Permit parking along the frontages of Nos. 61 to 67 Farm Road so that the elderly residents, some with disabilities, their visitors and their medical help are able to park within the vicinity.

Negative Impacts

- Objections could be raised, however in order to negate any negative impact that the proposals may raise, any objectors will be made fully aware of the legitimate need of the elderly residents, their friends, family and medical help to be able to park on Farm Road.

- 4.2.2 Whilst the proposals will provide on street parking specifically for the elderly residents of Nos. 61 to 67 Farm Road, should any negative impact be raised via objections, the objectors will be made fully aware of the legitimate need of the elderly residents, their friends, family and medical help.

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:

Connectivity: P18. Improve safety and security

4.3.2 Disabled/Mobility: The proposals will provide a positive aid to the elderly residents especially disabled and will assist the ability for these residents to be able to travel to local amenities via help from their friends and family.

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	£5,000
	Legal fees	£3,000
	Staff fees	£2,000

The funding for this scheme can be met by the elected members through injection into the Traffic Management Revenue budget 2014/15.

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 These proposals aim to address the complaints and concerns that have been raised by the Killingbeck & Seacroft Councillors and the elderly residents of Nos. 61 to 67 Farm Road about the inability for the residents, their visitors and their medical help to be able to park in close proximity of their properties.

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 carry out a small element of kerbing/footway works and the introduction of Resident Permit Parking on Farm Road as shown on the attached drawing number TME/20/1/93/1, at a total cost of £10,000 funded by the elected members through injection into the Traffic Management Revenue budget; and
- iii) instruct the City Solicitor to advertise the draft Traffic Regulation Order to introduce residents only parking on a section of Farm Road, as shown on drawing number TME/20/1/93/1 and, if no valid objections are received, to make, seal and implement the Orders as advertised.

7.0 Background documents¹

7.1 None

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.

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: Farm Road, Crossgates – Proposed Traffic Regulation Order

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 focuses on the Highways and Transportation Board Report seeking approval to implement the proposals to address the problems and concerns raised by the Killingbeck & Seacroft Councillors and the elderly residents of Nos. 61 to 67 Farm Road about the inability for the residents, their visitors and their medical help to be able to park in close proximity of their property.

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

If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration you have carried out an impact assessment.

Please provide specific details for all three areas below (use the prompts for guidance).

• **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)

Consultation has been carried out with:

- Killingbeck & Seacroft Ward Councillors (*who unanimously support the proposals*)
- Emergency Services & Metro (no adverse comments were received)
- Local Residents

The aim of the consultation was to make everyone aware of the proposals in terms of providing an element of on street parking for the elderly residents who reside in Nos. 61 to 67 Farm Road parking, their medical help and their visitors.

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

• **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

- Providing on Resident Permit parking along the frontages of Nos. 61 to 67 Farm Road so that the elderly residents, some with disabilities, their visitors and their medical help are able to park within the vicinity.

Negative Impacts

- Objections could be raised, however in order to negate any negative impact that the proposals may raise, any objectors will be made fully aware of the legitimate need of the elderly residents, their friends, family and medical help to be able to park on Farm Road.

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

The continuous support from the Killingbeck & Seacroft Councillors, the residents and their families has helped to maintain a positive impact in the local community.

Whilst the proposals will provide on street parking specifically for the elderly residents of Nos. 61 to 67 Farm Road, should any negative impact be raised via objections, the objectors will be made fully aware of the legitimate need of the elderly residents, their friends, family and medical help.

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)	