

Report to the Chief Officer (Highways and Transportation)

Date: 18 March 2014

Subject: Design & Cost Report for Saxton Gardens – Amendments to Resident Permit Parking Scheme

Capital Scheme Number:

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Burmantofts & Richmond Hill		
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 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 will address the obstructive and inconsiderate parking and provide safer environment for the general public.
- 2 This report seeks approval to amend the existing resident permit parking scheme within the Saxton Gardens area and introduce waiting restrictions on Upper Accommodation Road and Lavender Walk, to address inconsiderate and obstructive parking.
- 3 Amending the existing resident permit parking scheme within the Saxton Gardens estate and providing waiting restrictions on Upper Accommodation Road will resolve parking, congestion and access issues. Combining the two sites together will reduce the individual cost of each and allow a number of issues to be treated for the approximate cost of one site. The problems at the two specific sites are;
 - i. Saxton Gardens area – Burmantofts & Richmond Hill Councillors and local residents have made various representations outlining problems and concerns with residents of the recently new Urban Splash development and other non-residential parking causing obstruction and access problems for the local residents of Saxton Gardens area; and

- ii. Upper Accommodation Road – Burmantofts & Richmond Hill Councillors and First Bus (the bus operator) have made various representations requesting the introduction of waiting restrictions on Upper Accommodation Road and Lavender Walk to clear and prevent obstructive and indiscriminative parking which hinders the movement of general traffic and the local bus service.

Recommendations

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

- i) note the contents of this report;
- ii) approve the proposals to amend the existing Resident Permit scheme in the Saxton Gardens area and introduce waiting restrictions on Upper Accommodation Road and Lavender Walk as shown on attached Drawings TME/7/1/103/1 & 2, at a total cost of £6,000 funded by the elected members through injection into the Traffic Management Revenue budget; and
- iii) instruct the City Solicitor to advertise a draft Traffic Regulation Order 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 to amend the existing resident permit parking scheme within the Saxton Gardens area and introduce waiting restrictions on Upper Accommodation Road, at an estimated total cost of £6,000 to be met entirely from elected members contribution through injection into 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 Saxton Gardens is a predominantly residential area situated on the edge of the City Centre just outside the limit of the Controlled Parking Zone and in 2002 a Resident Permit Parking scheme (Monday to Saturday, 8am till 6pm) was introduced to address a non-residential parking problem resulting from workers in the City Centre choosing to park in the Saxton Gardens area, free of charge rather than pay to park within the City Centre Controlled Zone.
- 2.2 For a decade the residents of the Saxton Gardens area rarely suffered from non-residential parking, however in the past 12 months complaints and concerns have been raised by the Burmantofts & Richmond Hill Councillors and the local residents about the an increase in non-residential parking occurring in the locality.

- 2.3 The increase of non-residential has been as a result of the new Urban Splash residential development, which has been constructed off Richmond Street. Residents of the Urban Splash development, have to pay for a private parking space within the secure gated car park and therefore the residents of the new development are choosing to park in the Saxton Gardens area, between 6pm and 8am, rather than pay for on-site parking to the detriment of the Saxton Garden estates needs
- 2.4 Upper Accommodation Road is located on the edge of the industrial area adjacent to the A64 York Road and is subjected to parking during the working day.
- 2.5 Concerns have been raised by the Burmantofts & Richmond Hill Councillors and First Bus (the bus operator) about the obstructive parking that occurs around the Lavender Walk junction, which hinders the movement of general traffic and the local bus service.

3 Main issues

3.1 Design Proposals and Full Scheme Description.

- 3.1.1 In order to address and resolve the various problems in Saxton Gardens and on Upper Accommodation Road it is proposed to advertise a Traffic Regulation Order to;
- i. **Saxton Gardens area** – Amend the times of the existing Resident Permit parking, Monday to Saturday, 8am till 6pm restrictions and introduce a 24 hour a day Resident Permit parking restriction to remove the parking created by the residents of the Urban Splash development and non-residential people; and
 - ii. **Upper Accommodation Road** – Introduce lengths of No Waiting At Any Time restriction on sections of Upper Accommodation Road and Lavender Walk to clear and prevent obstructive and indiscriminate parking.
- 3.1.2 To implement waiting restrictions and deliver schemes at the above sites individually it would cost around £10,000.
- 3.1.3 Combining the two sites together and introducing a package of measures will result in costs being reduced to £6,000, a saving of approx. £4,000.
- 3.2 **Programme** - Subject to approval being granted, it is proposed to design the scheme, 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 7th February 2014. Issues at both sites have originally been raised by the Burmantofts & Richmond Hill Ward members or via them, so the members are eager to see the proposals implemented.
- 4.1.3 West Yorkshire Police, WYMAS, West Yorkshire Fire Service and Metro were consulted on the proposals by email on 7th February 2014. No adverse comments were received against the proposals. Metro were in agreement with the proposals on Upper Accommodation Road as they would improve the situation for the bus operator.
- 4.1.4 Affected local residents and businesses were consulted by letter dated 18th February 2013. Some concerns were raised at the time about the City Council's proposals to charge for permit parking, but these are no longer relevant.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 An Equality, Diversity, Cohesion and Integration Screening (Appendix 1) was carried out in March 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;
- Removing non-residential parking; and
- Improve visibility from minor side roads and private accesses.

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 the introduction of further parking restrictions

- 4.2.2 Whilst the proposals will address the obstructive and inconsiderate parking 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 and the local bus service, 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

This scheme has been funded by the elected members through injection into 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 Amending the existing Resident Permit parking scheme in the Saxton Gardens area and providing No Waiting At Any Time restrictions on Upper Accommodation Road and Lavender Walk will improve access and visibility at junctions, ease congestion and remove indiscriminate, obstructive and non-residential parking, all identified by the Burmantofts and Richmond Hill Ward members, local residents/businesses and First Bus (the bus operator) as being problematic. Combining the two sites together will also reduce the overall cost of each and allow both 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 amend the existing Resident Permit scheme in the Saxton Gardens area and introduce waiting restrictions on Upper Accommodation Road and Lavender Walk as shown on attached Drawings TME/7/1/103/1 & 2, 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 and if no valid objections are received, to make, seal and implement the Order 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: Saxton Gardens – Amendments to Resident Permit Parking Scheme

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

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:

- Burmantofts & Richmond Hill Ward Councillors (*who unanimously support the proposals*)
- Emergency Services & Metro (no adverse comments were received)
- Local Residents
- Local Businesses

The aim of the consultation was to make everyone aware of the proposals in terms of amending the existing Resident Permit Parking scheme and providing No Waiting At Any Time restrictions to remove indiscriminate, obstructive and non-residential parking, reducing personal injury accidents, providing a safer and a more accessible environment when travelling around the local community.

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 amendment of the existing restrictions and the introduction of the proposed 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;
- Remove non-residential parking; and
- Improve visibility from various minor side roads and private accesses.

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 Burmantofts & Richmond Hill Councillors, local residents, businesses and other agencies 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 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	5 March 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	5 March 2014
If relates to a Key Decision - date sent to Corporate Governance	
Any other decision – date sent to Equality Team (equalityteam@leeds.gov.uk)	