

**Report to the Chief Officer (Highways and Transportation)**

**Date: 1 December 2014**

**Subject: Leeds Station Southern Entrance (Little Neville Street) - Associated Traffic Regulation Order**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): City and Holbeck	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input 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 The Leeds Station Southern Entrance (LSSE) project, jointly promoted by the West Yorkshire Combined Authority (WYCA) and Network Rail, is currently under construction. The powers to build and operate the scheme were successfully sought using a Transport and Works Act Order application.
- 2 Associated with the LSSE project is the creation of an urban realm scheme to improve the environment and aesthetics of Little Neville Street including introducing a Pedestrian Zone (7am to 10pm) with exemptions (access to off-street premises and servicing). The Traffic Regulation Order (TRO) to allow this restriction was included within the approved TWAO.
- 3 A comprehensive and inclusive engagement exercise to develop urban realm scheme proposals has been carried out. The proposals include the provision of two disabled parking spaces on Little Neville Street. However, the disabled parking TRO falls outside the main TWAO approval, therefore separate approval is necessary.
- 4 The purpose of this report is to request authority to advertise the Traffic Regulation Order, and if no valid objections are received, seal and implement the TRO.

**Recommendations**

- 5 The Chief Officer (Highways and Transportation) is requested to:
  - i) note the contents of this report; and

- ii) Instruct the City Solicitor to advertise a draft Traffic Regulation Order and subject to no valid objections being received, to make, seal and implement the Order as advertised.

## **1 Purpose of this report**

- 1.1 The purpose of this report is to request authority to advertise the necessary Traffic Regulation Order, and if no valid objections are received, seal and implement the TRO.

## **2 Background information**

### **Scheme Background**

- 2.2 The Leeds Station Southern Entrance (LSSE) project, jointly promoted by the West Yorkshire Combined Authority (WYCA) and Network Rail, is currently under construction. The powers to build and operate the scheme were successfully sought through the use of a Transport and Works Act Order (TWAO) application.
- 2.3 The LSSE project will deliver a new pedestrian only entrance/egress for Leeds Rail Station which is expected to attract up to 20,000 people movements a day.
- 2.4 A significant proportion of these people are expected to use Little Neville Street (adopted highway) and Dark Neville Street (Network Rail owned). This entrance will be a secondary entrance to the station and is designed to support the high footfall of passengers with destinations in the South Bank of the city centre and Holbeck. Facilities for motorised traffic will remain at the primary entrances off New Station Street and Aire Street.
- 2.5 Associated with the LSSE to improve the environment bordering the new pedestrian access and egress, are accommodation works to Little Neville Street.
- 2.6 Endeavouring to assess an acceptable proposal for all users of the new southern entrance, considerable efforts have been made to directly converse and engage with a significant number of interested groups and individuals representing people with mobility barriers and disabilities.
- 2.7 This comprehensive and inclusive engagement exercise has influenced the development of the street design of Little Neville Street. The outcome of this is a proposed scheme layout as shown on drawing No HDC/297032/MIS/13c.
- 2.8 The proposed TRO for allowing disabled parking provision falls outside of the existing TWAO for the main scheme, therefore separate approval is necessary.

### **Scheme Proposals - General**

- 2.9 The proposed layout of Little Neville Street is shown on drawing number HDC/297032/MIS/13c

## **Works Programme**

- 2.10 It is anticipated that the TRO will be advertised during the current financial year to allow the scheme design to be finalised, then implemented in the 2015/16 financial year.

## **3.0 Corporate Considerations**

### **Consultation and Engagement**

- 3.1 The current proposals satisfy City Development and the many local stakeholders that have been engaged to date.
- 3.2 Some concerns over the potential demand for the disabled parking provision in an area with a large pedestrian have been raised. In addition enforcement of the provision will need to be incorporated.
- 3.2 The WYCA have been fully engaged with the scheme design development work, and are supportive of the proposals.
- 3.3 All Emergency Services and affected Ward Members have been consulted and no adverse comments have been received.
- 3.4 Numerous meetings and a design workshop with representatives of LCC's Equality Hub have been held, findings of which have been incorporated into the street design. As well as characteristics such as the material colours/textures and features to provide delineation and guidance, the request for disabled parking provision was made through this forum. As part of the consultation process the following changes were made to the proposals:
- The disabled parking spaces were repositioned following feedback to provide a more suitable accessible location and the waiting time has been increased from 20 to 30 minutes waiting to allow sufficient time for disabled users
- 3.5 The proposals were also presented to, and supported by, Network Rail's countrywide "Built Environment Accessibility Panel" (BEAP) who input on accessibility and appropriateness of measures.

## **4.0 Equality and Diversity / Cohesion and Integration**

- 4.1 An Equality and Diversity / Cohesion and Integration screening document has been prepared for the project and is in Appendix A. An independent impact assessment is not required for the approvals requested. The screening process identified the following impacts on the equality characteristics:

### Positive Impacts:

- The proposed layout has provision for 2 disabled parking spaces, which will allow blue badge holders to have greater access to the station's southern entrance
- The introduction of the proposals will restrict traffic flow to this area, thus providing a safer environment for all pedestrians/commuters, however, it will be

of significant benefit to carers supporting pushchairs and wheelchairs, the young and elderly plus people with mobility issues.

#### Negative Impacts:

- The number of disabled parking spaces is limited to 2 spaces

There may be a conflict between the large number of pedestrians forecasted to use the new station entrance and vehicles being used by disabled people, however, this will need to be monitored.

#### **4.3 Council policies and City Priorities**

- 4.3.1 The improvements to Little Neville Street fit within the Best Council Plan 2013-2017 objective of promoting sustainable & inclusive economic growth by improving roads, reducing congestion and improving connectivity aims to promote growth by improving the economic wellbeing.
- 4.3.2 The scheme supports the objectives of the West Yorkshire Local Transport Plan 2011-26. The proposals fit within the connectivity theme 'to deliver an integrated, reliable transport system that enables people and goods to move around efficiently and safely' and supports the proposal 'to define and develop a core, high quality, financially sustainable network of transport services that will provide attractive alternatives to car travel'.
- 4.3.3 Environmental Policy; the proposals contained within this report are in accordance with aims 4 and 7 of the Policy in that the proposals will reduce the environmental impact of transport and travel and promote sustainable alternatives. The environmental quality and the landscape will also be improved.

#### **4.4 Resources and value for money**

- 4.4.1 **Full Scheme Estimate:** The costs of the TRO will be funded by a capital scheme which will be subject to a separate report which will seek approvals to fund the Little Neville Street redevelopment work to be undertaken.
- 4.4.2 **Revenue Implications:** There are no revenue implications for this scheme.

#### **4.5 Legal Implications, Access to Information and Call In**

- 4.5.1 The decisions taken in respect of this report are not eligible for call in.

#### **2.6 Risk Management**

- 4.6.1 Failure to secure the necessary TRO will result in no disabled parking provision on Little Neville Street.

### **3 Conclusions**

- 5.1 The report seeks authority to formally advertise a TRO to the introduction of disabled parking provision within the redesign of Little Neville Street and if no valid objections are received, seal and implement the TRO.

## **6 Recommendations**

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

- ii) note the contents of this report; and
- ii) Instruct the City Solicitor to advertise a draft Traffic Regulation Order and subject to no valid objections being received, to make, seal and implement the Order as advertised.

## **7 Background documents<sup>1</sup>**

7.1 None.

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<sup>1</sup> The background documents listed in this section are available to 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



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.

<b>Directorate: City Development</b>	<b>Service area: H&amp;T Engineering Projects</b>
<b>Lead person: Sabby Khaira</b>	<b>Contact number: 24 75381</b>

**1. Title: Design & Cost Report for Leeds Station Southern Entrance (Little Neville Street) - Associated 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 requesting authority from the Chief Officer (Highways and Transportation) is requested to give authority to the City Solicitor to advertise a draft Traffic Regulation Order to provide disabled parking provision on Little Neville Street and subject to no valid objections being received, to make, seal and implement the Order as advertised.

**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"> <li>• Eliminating unlawful discrimination, victimisation and harassment</li> <li>• Advancing equality of opportunity</li> <li>• Fostering good relations</li> </ul>		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**.

<b>4. Considering the impact on equality, diversity, cohesion and integration</b>
<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"> <li>• <b>How have you considered equality, diversity, cohesion and integration?</b> (<b>think about</b> 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)</li> </ul> <p>Endeavouring to assess an acceptable proposal for all users of the new southern entrance, suitable efforts have been made to directly converse and engage with a significant number of interested groups and individuals representing people with mobility barriers and disabilities</p> <p>Numerous meetings and a design workshop with representatives of LCC's Equality Hub have been held, findings of which have been incorporated into the street design. As well characteristics such as the material colours/textures and features to provide delineation and guidance, the request for disabled parking provision was made through this forum.</p> <p>To ensure efficient use and turnover of vehicles using the proposed disabled parking bays, consideration for a suitable time limit was discussed, and subsequently agreed to be increased from the standard 20 minutes to 30 minutes to allow adequate time for boarding and alighting.</p>

The proposals were also presented to, and supported by, Network Rail’s countrywide “Built Environment Accessibility Panel” (BEAP) who input on accessibility and appropriateness of measures.

- **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 highway works for the scheme, and their impact on equality characteristics, are as follows:

**Positive Impacts:**

- The proposed layout has provision for 2 disabled parking spaces, which will allow blue badge holders to have greater access to the station’s southern entrance
- The introduction of the proposals will restrict traffic flow to this area, thus providing a safer environment for all pedestrians/commuters, however, it will be of significant benefit to carers supporting pushchairs and wheelchairs, the young and elderly plus people with mobility issues.

**Negative Impacts:**

- The number of disabled parking spaces is limited to 2 spaces
- There may be a conflict between the large number of pedestrians forecasted to use the new station entrance and vehicles being used by disabled people, however, this will need to be monitored.

Overall, the scheme provides a design that has balanced local needs with due regard to the needs of vulnerable road users and disability groups.

- **Actions**

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

The new layout will need to be monitored once implemented, in particular regard to the demand for the disabled parking provision. To ensure the correct use of the provision, enforcement will also need to be incorporated.

**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	N/A



(Include name and job title)	
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<b>6. Governance, ownership and approval</b> Please state here who has approved the actions and outcomes of the screening		
<b>Name</b>	<b>Job title</b>	<b>Date</b>
Oliver Priestley	Manager of Engineering Projects	November 2014

<b>7. Publishing</b> 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 <b>Key Delegated Decision, Executive Board, full Council</b> or a <b>Significant Operational Decision</b> a copy should be emailed to Corporate Governance and will be published along with the relevant report.  A copy of <b>all other</b> screening's should be sent to <a href="mailto:equalityteam@leeds.gov.uk">equalityteam@leeds.gov.uk</a> . For record keeping purposes it will be kept on file (but not published).	
<b>Date screening completed</b>	24 <sup>th</sup> November 2014
If relates to a Key Decision - <b>date sent to Corporate Governance</b>	
Any other decision – <b>date sent to Equality Team (equalityteam@leeds.gov.uk)</b>	