

Report to the Chief Officer (Highways and Transportation)

Date: 01 August 2016

Subject: Design & Cost Report for Proposed TRO Amendments on Wade Lane, City & Hunslet

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): City & Hunslet	<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. Planning permission for the alterations, 2 storey extension, change of use to existing units, new restaurant, associated public realm works, Highway works, infrastructure for hotel and retail units at the Merrion Hotel on Wade Lane was granted in December 2015 (reference number 15/03519/FU).
2. The redevelopment of the site requires the amendment of existing waiting restrictions to control on-street parking and to ensure the safety and free-flow for all Highway users within the vicinity of the development.
3. To ensure the standard and specification of any necessary Highway Works associated with the grant of planning permission, the Developer will need to enter into a Mini Section 278 Agreement with Leeds City Council, prior to undertaking any works on the Highway.

Recommendations

4. The Chief Officer (Highways and Transportation) is requested to:
 - i) note and approve the proposed TRO amendments as outlined in Section 3 and indicated on drawing referenced: 278258/LCC/HWT/XX/DR/EP/01_01a, at an estimated cost of £6,000;
 - ii) instruct the City Solicitor to advertise a draft Traffic Regulation Order in relation to the waiting restrictions as indicated on drawing referenced:

278258/LCC/HWT/XX/DR/EP/01_01a, and, if no valid objections are received then make, seal and implement the Order; and

- iii) give authority to enter an agreement with the Developer under provision of Section 278 of the Highways Act 1980 for the alteration of existing vehicular accesses with associated footway works on Wade Lane, City & Hunslet, with associated staff fees of £1,500.

1 Purpose of this report

- 1.1 This report seeks the authority for the amendment of existing waiting restrictions along Wade Lane, City & Hunslet, and the authority to enter into a Mini Section 278 Agreement with the Developer. The total estimated staff fees associated with the Mini Section 278 Agreement and the Traffic Regulation Order is £7,500.

2 Background information

- 2.1 Planning permission for the alterations, 2 storey extension, change of use to existing units, new restaurant, associated public realm works, Highway works, infrastructure for hotel and retail units at the Merrion Hotel on Wade Lane was granted in December 2015 (reference number 15/03519/FU).
- 2.2 The redevelopment of the site requires the amendment of existing waiting restrictions to control on-street parking and to ensure the safety and free-flow for all Highway users within the vicinity of the development.

3 Main issues

- 3.1 The Highway Works will consist of the following:
- 3.2 The narrowing of an existing vehicular access with associated footway works.
- 3.3 The introduction of an 11 metre length of time-restricted parking bays on Wade Lane, as indicated on drawing referenced: 278258/LCC/HWT/XX/DR/EP/01_01a. The parking will be restricted to 10 minutes, no return within an hour.
- 3.4 The proposed parking bays are planned to be used as a drop-off zone for the redeveloped Merrion Hotel. Similar waiting restrictions have been implemented outside the Radisson Hotel on Cookridge Street in Leeds city centre.
- 3.5 The physical works required to implement the proposed restrictions will be carried out by the Developer.
- 3.6 The Developer will need to enter into a Mini Section 278 Agreement with Leeds City Council to ensure the Highway Works are constructed to Highway Authority requirements.
- 3.7 The Mini Section 278 Agreement is currently being progressed and the Developer has already paid the staff fees of £1,500 associated with the Agreement as well as the £6,000 Traffic Regulation Order fees.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Relevant sections in Highways and Transportation have been consulted and no adverse comments have been received.

4.1.2 The Emergency Services and Metro were consulted on 17th June 2016. No issues were raised with the proposals.

4.1.3 Ward Members of City & Hunslet, along with local businesses and residents were consulted on 17th June 2016. No issues were raised concerning the proposals. No Ward Members responded to the consultation, even after further requests for comments.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 A screening document (Appendix 1) has been prepared and has identified that there is no requirement to carry out an independent impact assessment on the proposals requested.

4.2.2 A small area of time-restricted parking bays will be implemented along Wade Lane, intended to be used as a drop-off zone for the redeveloped Merrion Hotel. This drop-off zone will mean that there will be a shorter distance for pedestrians to walk to access the redeveloped hotel. This will have a significant positive effect on all user groups, but specifically, wheelchair users, blind and visually impaired people, people with mobility issues and the infirm.

4.2.3 To make sure the drop-off zone is not abused by vehicles parking there for long periods of time, there will be a restriction of waiting for 10 minutes, no return within an hour.

4.3 Council policies and City Priorities

4.3.1 The proposed TRO amendments accord with the Council's Local Transport Plan and other policies in that they provide a safe means of access for all users of the Highway, to and around, the development.

4.4 Resources and value for money

4.4.1 The total estimated cost of the scheme is £7,500, comprising £6,000 Traffic Regulation Order costs and £1,500 staff fees.

4.4.2 The scheme will be fully funded by the Developer through Mini Section 278 revenue receipts.

4.5 Legal Implications, Access to Information and Call In

4.5.1 The works are exempt from call in being a consequence of and in pursuance of a regulatory decision.

4.6 Risk Management

4.6.1 The Council's standard Mini Section 278 Agreement will be used whereby the developer will fund the total cost of the works, including the cost of introducing the proposed TRO amendments.

5 Conclusions

5.1 This report seeks authority to promote amendments to an existing TRO and authority to enter into a Mini Section 278 Agreement for the redevelopment of the Merrion Hotel.

6 Recommendations

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

- i) note and approve the proposed TRO amendments as outlined in Section 3 and indicated on drawing referenced: 278258/LCC/HWT/XX/DR/EP/01_01a, at an estimated cost of £6,000;
- ii) instruct the City Solicitor to advertise a draft Traffic Regulation Order in relation to the waiting restrictions as indicated on drawing referenced: 278258/LCC/HWT/XX/DR/EP/01_01a, and, if no valid objections are received then make, seal and implement the Order; and
- iii) give authority to enter an agreement with the Developer under provision of Section 278 of the Highways Act 1980 for the alteration of existing vehicular accesses with associated footway works on Wade Lane, City & Hunslet, with associated staff fees of £1,500.

7 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.

Appendix 1

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.

Directorate: City Development	Service area: Engineering Projects
Lead person: Jonathan Allchin	Contact number: 75391

1. Title: Proposed TRO amendments on Wade Lane, City & Hunslet		
Is this a:		
<input type="checkbox"/> Strategy / Policy	<input checked="" type="checkbox"/> Service / Function	<input type="checkbox"/> Other
If other, please specify		

2. Please provide a brief description of what you are screening
The screening focuses on the proposals by Highways & Transportation to amend existing waiting restrictions on Wade Lane, City & Hunslet.

<p>3. Relevance to equality, diversity, cohesion and integration</p> <p>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.</p> <p>The following questions will help you to identify how relevant your proposals are.</p> <p>When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation and any other relevant</p>

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**

<p>4. Considering the impact on equality, diversity, cohesion and integration</p>
<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 on the proposals has taken place with the following stakeholders:</p> <ul style="list-style-type: none"> • Local Councillors • Emergency Services (Police, West Yorkshire Fire and Ambulances Services) • Metro • Local residents where affected. <p>Formal advertisement in the form of an advert in the Yorkshire Post, along with notices posted on lighting columns in the area will take place prior to scheme implementation.</p>
<ul style="list-style-type: none"> • Key findings <p>(think about any potential positive and negative impact on different equality</p>

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)

Positive Impacts:

A small area of time-restricted parking bays will be implemented along Wade Lane, intended to be used as a drop-off zone for the redeveloped Merrion Hotel. This drop-off zone will mean that there will be a shorter distance for pedestrians to walk to access the redeveloped hotel. This will have a significant positive effect on all user groups, but specifically, wheelchair users, blind and visually impaired people, people with mobility issues and the infirm.

Negative Impacts:

There will be no negative effects as a consequence of the proposals.

• **Actions**

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

To make sure the drop-off zone is not abused by vehicles parking there for long periods of time, there will be a restriction of waiting for 10 minutes, no return within an hour.

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
Richard Middleton	Engineer	05/07/16

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** screenings should be sent to equalityteam@leeds.gov.uk. For record keeping purposes it will be kept on file (but not published).

Date screening completed	05/07/16
If relates to a Key Decision - date sent to Corporate Governance	
Any other decision – date sent to Equality Team (equalityteam@leeds.gov.uk)	19/07/16