

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

**Date: 06 December 2016**

**Subject: Cherry Row – Formalisation of parking and footway amendments**

**Capital Scheme Number : 32516**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Burmantofts & Richmond Hill / City & Hunslet	<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. The Best City ambition is to improve life for the people of Leeds and make our city a better place. The provision of a wider footway width and suitable carriageway parking contributes to this ambition by improving the safety and quality of life of Leeds residents by enabling safe pedestrian and vehicular access in local communities.
2. As a result of planning permission being granted for a retail development on this section of Cherry Row, off-site highway works are required to enable the development to proceed.
3. As part of a local development planning application (Ref: 15/00329/FU), a condition of the works was for the developers to provide a contribution of £26,000 which would be injected into the Traffic Management Capital Budget to allow the City Council to undertake these works.
4. On Cherry Row there is an issue of indiscriminate parking within a small triangular area of land, leading to vehicles being blocked in and access issues for pedestrians and refuse vehicles.
5. The purpose of this report is to seek approval for the detailed design and implementation of scheme to improve the footway facilities outside the shops and formalise the parking in the Burmantofts & Richmond Hill area through the use of a Traffic Regulation Order.

6. Traffic Engineering are taking the legal advertisement requirements of this scheme to advertise some amendments to existing Traffic Regulation Orders within the locality as a cost saving opportunity.

## **Recommendations**

7. The Chief Officer (Highways and Transportation) is requested to:
  - i) note the contents of this report;
  - ii) authorise the detailed design and subsequent implementation of a scheme to alter the footway and parking area on Cherry Row in the Burmantofts' area as shown on drawing TM-7-2643-01-02; and,
  - iii) request the City Solicitor to advertise a draft Traffic Regulation Order to introduce various waiting restrictions in the Burmantofts & Richmond Hill Ward relating to this scheme and any other Traffic Regulation Order amendments in the locality, and, if no valid objections are received, to make and seal the Order as advertised.
  - iv) approve an injection of £26,000 into the Capital Programme to be fully funded from private developer contributions; and,
  - v) give authority to incur expenditure of £26,000 comprising £19,000 works costs, £3,000 legal fees and £4,000 staff fee costs, all to be fully funded from private developer contributions.

## **1 Purpose of this report**

- 1.1 The purpose of this report is to seek approval for the detailed design and implementation of a scheme to improve the footway facilities outside a parade of shops on Cherry Row and formalise the parking in the area through the use of a Traffic Regulation Order as conditioned by Planning Application 15/00329/FU.

## **2 Background information**

- 2.1 There are a number of small businesses on Cherry Row which require parking spaces and as there is such a wide area it is common for parking to occur along the kerbline leading to these vehicles being blocked in by other vehicles double and triple parking.
- 2.2 Refuse vehicles often have difficulties in getting to the waste bins in order to empty them due to the level of parking and the lack of room to manoeuvre the bins.
- 2.3 There is limited availability for a turnover of parking in the area due to all day parking and the presence of No Waiting at Any Time restrictions.
- 2.4 As part of a local development planning application (Ref: 15/00329/FU), a request was made to inject £26,000 into the Capital Programme in order to allow Leeds City Council to undertake these works.

2.4.1 Leeds City Council intends to utilise the legal advertisement associated with the works detailed in paragraph 3.2 to formally advertise a series of parking measures across the Burmantofts & Richmond Hill and City & Hunslet wards in a separate traffic regulation order scheme. This allows the Authority to implement a number of desired measures without incurring a number of the usual fees associated with such a scheme, allowing swifter implementation and giving good value for money.

2.5 The measures associated with this separate scheme are the result of queries, complaints and general correspondence received over recent years from Ward Members, Police and members of the public to a variety of issues, the specifics of which are detailed in paragraphs 3.2.1 to 3.2.13.

### **3 Main issues**

3.1 As part of the Highway Improvement scheme in this area it is proposed to;

- i) Extend the footpath area in front of the shops to allow a significant level of footway.
- ii) Introduce a number of echelon parking bays in front of the shops to allow parking for 1 hour, no return within 2 hours or 30 minutes, no return within 2 hours, between 8am and 8pm on all days. A gap will be left in the parking in order to allow the waste bins to be collected.
- iii) Extend the existing parking bay on Cherry Row (located south-west of Cherry Court) to allow additional parking for 1 hour, no return within 2 hours between 8am and 8pm on all days.
- iv) Introduce a new parking bay on Cherry Row (north-east of Cherry Court) to allow parking for 1 hour, no return within 2 hours between 8am and 8pm on all days.
- v) Introduce a new parking bay on the South side of Mushroom Street outside the shops to allow parking for 1 hour, no return within 2 hours between 8am and 8pm on all days.
- vi) All of the limited waiting restrictions will allow parking for businesses with a permit.

3.2 There are several locations in the wider area that require minor alterations to the parking restrictions which will be legally advertised as part of this overall scheme and are as follows:

- i) Pontefract Lane – Introduction of limited waiting, 1 hour, no return within 1 hour to remove all day commuter parking and allow a turnover of parking to the local businesses.
- ii) Gargrave Place – Removal of Double Yellow Lines in order to increase the amount of parking available to the local residents of this congested street.

- iii) Cromwell Street – Amend the existing limited waiting bay to disabled parking to assist disabled visitors to the day centre and any local residential disabled parking.
- iv) Cross Green Lane – Introduction of limited waiting, 1 hour no return within 1 hour, in an off street parking area to remove all day commuter parking and allow for a turnover of parking to the local businesses.
- v) Cross Green Lane – Introduction of limited waiting in an off street parking area to remove all day commuter parking and allow for a turnover of parking to the local businesses.
- vi) Dolly Lane / Gledhow Road – The conversion of a number of limited waiting bays and unrestricted areas into pay & display between Mushroom Street and Gledhow Terrace.
- vii) Rosebud Walk – Introduction of No Waiting at Any Time along the whole length of this narrow road to allow access for larger vehicles.

3.3 The total estimated cost of the required highways works is £26,000 comprising £19,000 works costs, £3,000 legal costs and £4,000 staff fee costs, all to be fully funded from private developer receipt. All associated works costs for the additional TRO locations will be funded from the Traffic Management Revenue budget.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.4 Ward Members were consulted via email on 18 January 2016, two Ward Members replied in agreement with the proposals and no comment was received from the third Ward Member. A further consultation was undertaken on 28 October 2016 to the new Ward Member who was elected this year. No reply has been received at the present time.
- 4.1.5 A further consultation was undertaken with the Ward Members regarding the additional Traffic Regulation Order works, and no adverse comments were received.
- 4.1.6 Emergency Services were consulted via email on 18 January 2016. The police were in full support of the scheme and no other adverse comments were received.
- 4.1.7 West Yorkshire Combined Authority were consulted via email on 18 January 2016 and responded with no objections to the proposals.
- 4.1.8 A Stage 1 safety audit was undertaken on 16 February 2016 which raised questions of whether some extra lining could be introduced to reduce the possibility of vehicles reversing out of the parking bay colliding with other road users. As a result the scheme has been amended to increase the size of the bays and have them at an angle, in order to improve sightlines when entering and exiting the parking bay. A Stage 2 safety audit was undertaken on 24<sup>th</sup> March 2016 and no specific issues were identified.

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

### **4.2.1 Positive Impacts**

- i) The scheme will create a safer environment for pedestrians by increasing the width of the footway to allow those with mobility issues easier access to the shops and improve passage along Cherry Row.
- ii) The higher overturn of parking will create more opportunities to park closer to the shops for people with mobility issues, whilst removing all day parking.

### **4.2.2 Negative Impacts:**

- i) There will be a higher turnover of vehicles parking in the area, resulting in a slight reduction in air quality. However this will be mitigated by the improvements to pedestrian safety.

## **4.3 Council policies and Best Council Plan**

4.3.1 The proposals contained in the report have no implications for the council constitution.

4.3.2 Environmental Policy; the proposals contained in this report are in accordance with Aims 6 and 7 of the Policy in that the proposals will aid to “develop a safe, healthy local environment which provides the best quality”

4.3.3 The proposal contributes to the policies in the West Yorkshire Local Transport Plan 2011-26 by improving Safety and Security (P18) for pedestrians.

4.3.4 Disabled/Mobility: The provision of a wider footway area will provide a positive aid to all pedestrians especially disabled and will ease pedestrian movements.

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

4.4.1 **Full Scheme estimate:** The total estimated cost of the required highways works is £26,000 comprising £19,000 works costs, £3,000 legal costs and £4,000 staff fee costs, all to be fully funded from private developer contributions.

## Capital Funding and Cashflow :

Previous total Authority to Spend on this scheme	TOTAL £000's	TO MARCH 2016 £000's	FORECAST				
			2016/17 £000's	2017/18 £000's	2018/19 £000's	2019/20 £000's	2020 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	0.0						
FURN & EQPT (5)	0.0						
DESIGN FEES (6)	0.0						
OTHER COSTS (7)	0.0						
<b>TOTALS</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
Authority to Spend required for this Approval	TOTAL £000's	TO MARCH 2016 £000's	FORECAST				
			2016/17 £000's	2017/18 £000's	2018/19 £000's	2019/20 £000's	2020 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	19.0		19.0				
FURN & EQPT (5)	0.0						
DESIGN FEES (6)	4.0		4.0				
OTHER COSTS (7)	3.0		3.0				
<b>TOTALS</b>	<b>26.0</b>	<b>0.0</b>	<b>26.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
Total overall Funding (As per latest Capital Programme)	TOTAL £000's	TO MARCH 2016 £000's	FORECAST				
			2016/17 £000's	2017/18 £000's	2018/19 £000's	2019/20 £000's	2020 on £000's
Section 106 external receipt	26.0		26.0				
Total Funding	26.0	0.0	26.0	0.0	0.0	0.0	0.0
<b>Balance / Shortfall =</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

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

- 4.5.1 There are no specific legal implications included within this report, nor is any information contained within the report to be deemed confidential.
- 4.5.2 The scheme is in the annual programme and is expected to be completed in the 2016-2017 financial year.

### 4.6 Risk Management

- 4.6.1 There is no risk, over and above those expected when working in the public highway, generated by the proposals contained within this report.

## 5 Conclusions

- 5.1 The proposed introduction of a wider footway will aid pedestrian movement around the shops and formalise the problematic parking, and the introduction of parking restrictions will improve the turnover of parking in the locality and create a safer environment.

## 6 Recommendations

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

- i) note the contents of this report;
- ii) authorise the detailed design and subsequent implementation of a scheme to alter the footway and parking area on Cherry Row in the Burmantofts' area as shown on drawing TM-7-2643-01-02; and,
- iii) request the City Solicitor to advertise a draft Traffic Regulation Order to introduce various waiting restrictions in the Burmantofts & Richmond Hill Ward relating to this scheme and any other TRO amendments in the locality, and, if no valid objections are received, to make and seal the TRO as advertised.
- iv) approve an injection of £26,000 into the Capital Programme to be fully funded from private developer contributions; and,
- v) give authority to incur expenditure of £26,000 comprising £19,000 works costs, £3,000 legal fees and £4,000 staff fee costs, all to be fully funded from private developer contributions.

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

### **7.1 Equality, Diversity, Cohesion and Integration Screening.**

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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 Services</b>	<b>Service area: Traffic Management</b>
<b>Lead person: James Chadwick</b>	<b>Contact number: 0113 3952784</b>

<b>1. Title: Cherry Row – Formalisation of parking and footway amendments</b>
Is this a:
<input type="checkbox"/> <b>Strategy / Policy</b> <input type="checkbox"/> <b>Service / Function</b> <input checked="" type="checkbox"/> <b>Other</b>
<b>If other, please specify</b>

<b>2. Please provide a brief description of what you are screening</b>
<p>As part of the Highway Improvement scheme in this area it is proposed to;</p> <p>Extend the footpath area in front of the shops to allow a significant level of footway.</p> <p>Introduce a number of echelon parking bays in front of the shops to allow parking for 1 hour no return within 2 hours, or 30 minutes no return within 2 hours, between 8am and 8pm on all days. A gap will be left in the parking in order to allow the waste bins to be collected.</p> <p>Extend the existing parking bay located south-west of Cherry Court to allow additional parking for 1 hour, no return within 2 hours between 8am and 8pm on all days.</p> <p>Introduce a new parking bay north-east of Cherry Court to allow parking for 1 hour,</p>



no return within 2 hours between 8am and 8pm on all days.

Introduce a new parking bay on the South side of Mushroom Street outside the shops to allow parking for 1 hour, no return within 2 hours between 8am and 8pm on all days.

All of the limited waiting restrictions will allow parking for businesses with a permit.

**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**.

#### 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?**

Consultation has been undertaken via email with Ward Members, Emergency Services and West Yorkshire Combined Authority who were in agreement with the works.

All affected residential properties and businesses will be formally consulted as part of the detailed design.

- **Key findings**

##### Positive Impacts

- i) The Scheme will create a safer environment for all pedestrians by increasing the width of the footway to allow those with mobility issues easier access to the shops and a better through route than walking along the carriageway.
- ii) The removal of indiscriminate parking will be of particular benefit to the disabled, elderly and parents supporting pushchairs as it will provide easier access to local amenities.
- iii) The higher turnover of parking will create more opportunities to park closer to the shops for people with mobility issues.

##### Negative Impacts:

- i) There will be a higher turnover of vehicles parking in the area, resulting in a slight reduction in air quality. However this will be mitigated by the improvements to pedestrian safety

- **Actions**

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

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<b>5. If you are not already considering the impact on equality, diversity, cohesion and integration you will need to carry out an impact assessment.</b>	
Date to scope and plan your impact assessment:	
Date to complete your impact assessment	
Lead person for your impact assessment (Include name and job title)	

<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>
James Chadwick	Principal Technician	29 / 03 / 2016

<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>	29/03/2016
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>	29/3/2016