

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

**Date: 28 August 2018**

**Subject: Hovingham Primary School Expansion – Associated Highway Works**

**Capital Scheme Number : 32450 / HOV / 000**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Gipton & Harehills	<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 Council Plan 2018-19 outlines how Leeds City will achieve its ambition to become the Best City in the UK and Leeds City Council the best local authority. According to the Best Council Plan, the success of the Best Council objective: ensuring high quality public services, will be partly measured through reduced numbers of people Killed or Seriously Injured on the city's roads. This scheme meets these objectives by providing a safer and more user friendly road environment, which will actively encourage children into more active modes of travel on journeys to school, contributing to the Leeds Education Challenge, which forms part of the objective to build a child friendly city.
- 2 The City Council is responsible for designing and implementing highway works associated with the school expansion programme in accordance with a number of planning conditions. This particular report looks at the associated highway works to the school extension of Hovingham Primary School in Harehills.
3. The purpose of this report is to seek approval for the detailed design and implementation of a package of off-site highway works associated with the planning approval granted for the Hovingham Primary School expansion, as shown on the attached drawing.

## Recommendations

- 3 The Chief Officer (Highways and Transportation) is requested to:
  - i) Note the contents of the report;
  - ii) Approve the detailed design and implementation of a package of highway works associated with the expansion of Hovingham Primary school, as shown on the attached drawing, at a total cost of £38,400;
  - iii) Note the required expenditure of £38,400, comprising £32,000 works costs, £5,400 staff fees and £1,000 legal fees, all being funded from the Children's Services Learning Places Capital Programme ( previously approved );
  - iv) Give authority to advertise and introduce a Traffic Regulation Order to introduce waiting restrictions as shown on the attached drawing and to advertise a notice under the provision of Section 90c of the Highways Act 1980; and
  - v) Authorise the City Solicitor to advertise a notice under the provisions of Section 90c of the Highways Act 1980 and 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 The purpose of this report is to seek approval for the detailed design and implementation of a package of off-site highway works associated with the planning approval granted for the Hovingham Primary School expansion, consisting of informal pedestrian crossing facilities with an associated traffic calming feature, waiting restrictions along Hovingham Avenue and St Wilfred's Drive and widening of the existing footway on St Wilfred's Drive along the school frontage, as shown on the attached drawing.
- 1.2 To seek approval to advertise a notice under the provisions of Section 90c of the Highways Act 1980 and a draft Traffic Regulation Order (TRO) and if no valid objections are received, to make and seal the Order as advertised.

## 2 Background information

- 2.1 Leeds has an extremely dynamic and growing economy, which makes the city a very attractive proposition for families and businesses to move to. As a result, the city's population is growing rapidly, at a faster rate than many of our neighbouring cities and this is reflected in the increasing demand for school places.
  - a. The scale of the response cannot be met through the existing estate, therefore the expansion of existing schools or the creation of new schools has been required, with the Council's response to the demographic growth pressures on school provision in the city are managed via Children's Services Learning Places

Programme. Since 2000/2001 the programme has created over 1,500 reception places in order that the Council fulfils its statutory duty to ensure sufficiency of school places. The schemes in the programme are working with a range of partners, including schools of varying governance models, to ensure enough places are created to meet demand.

- b. As a consequence of the increasing birth rate in Gipton and Harehills and surrounding areas, it is necessary to expand provision at Hovingham Primary School from a 2 Form Entry with 420 pupil places, to a 3 Form Entry with 630 pupil places. The permanent expansion of Hovingham Primary School was completed under the City Council's Learning Places Programme in September 2017.
- c. The Hovingham Primary school site lies within the Gipton & Harehills Ward in a dense residential area, with pupils, parents / guardians and members of staff are able to access the school on foot from St Wilfred's Drive.

### **3 Main issues**

#### **3.1 Design Proposals and Full Scheme Description**

- 3.1.1 As part of the school expansion it was identified that a package of off-site highway works should be introduced to improve the overall road safety in the vicinity of Hovingham Primary School and the wider residential area, as shown on the attached drawing.
- 3.1.2 In order to improve road safety in the vicinity of Hovingham Primary school, it is proposed to undertake the following off-site highway works;
  - i) Introduction of No Waiting at Any Time waiting restrictions at all the side road junctions along Hovingham Avenue and along the southern side of St Wilfred's Drive to remove obstructive parking around junctions and improve visibility for both pedestrians and drivers alike;
  - ii) Amendment of existing School Keep Clear markings and the introduction of a No Stopping at Any Time, Monday to Friday 8am till 5pm on school entrance markings restriction;
  - iii) The removal of an existing road hump on St Wilfred's Drive and the construction of informal pedestrian crossing facilities on a flat top full width speed table, adjacent to the Hovingham Grove junction; and
  - iv) The removal of the existing grass verge to facilitate the widening of the existing footway along the frontage of the school.

#### **3.2 Programme**

- 3.2.1 It is anticipated that the proposal will be designed and implemented within the 2018/ 2019 financial year.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 Gipton & Harehills Ward Members, Emergency Services and the West Yorkshire Combined Authority were all consulted by email on 29 August 2018. Ward Members were supportive of the proposed highway works and eager for them to be implemented. No adverse comments were received from the Emergency Services or the West Yorkshire Combined Authority.
- 4.1.2 The general public will be consulted via notices on street lighting columns during the public advertisement phase, along with an advert in the Yorkshire Post newspaper and also on Leeds City Council's webpage. Those local residents directly affected by proposed waiting restrictions will be consulted by letter drop and any comments, suggestions or objections addressed accordingly and if necessary reported back to the Chief Highways Officer, before progressing the detailed design.
- 4.1.3 Road Safety Audit; A combined Stage 1-2 Road Safety Audit on the proposed off-site highway works has been requested as part of the design process and any recommendations will be addressed via the designers response before progressing the detailed design.

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

- 4.2.1 A full Equality, Diversity / Cohesion and Integration impact assessment has been carried out for the off-site highway works.
- 4.2.2 Positive Impact: The introduction of traffic calming features and waiting restrictions would:
- Provide safer passage whilst crossing the road to all pedestrians, especially those with mobility issues, disabled people, parents supporting pushchairs and young and old people
  - Greater independence and choice for children travelling to school
  - Make it more pleasant to walk or cycle, encouraging a more healthy lifestyle
  - Improve quality of life for the local community
  - Remove undesirable parking in the vicinity of the school and crossing points, visibility for pedestrians wishing to cross and drivers approaching the waiting pedestrians is enhanced, thus improving crossing safety
  - The implementation of traffic calming features will assist in slowing driver speeds thus improving the road environment for all road users.
- 4.2.3 Negative Impact:
- Slight reduction in air quality due to lower speeds, however this is offset by the potential reduction in accidents.
  - Displacement of existing on street parking, potentially to areas where it may create a problem.

### **4.3 Council Policies and City Priorities**

- 4.3.1 The proposals contained in the report have no implications for the council constitution.
- 4.3.2 By providing a safer road environment where needed and justified in the vicinity of the school, the proposed off-site highway works help to achieve Leeds' ambition to become the Best City by reducing the number of pedestrians killed or seriously injured on the city's roads, by fostering links between the communities and local facilities, especially where the highway forms a considerable barrier, and by enabling more sustainable travel choices for local journeys, including for new developments within the city.
- 4.3.3 Environmental Policy: The proposals contained in this report have no implications on the Policy.
- 4.3.4 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.

### **4.4 Resources and Value for Money**

- 4.4.1 The estimated total cost to implement this scheme is £38,400, comprising £32,000 works costs, £5,400 staff fee costs and £1,000 legal fee costs, all being funded from the Children's Services Learning Places Capital Programme.

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

- 4.5.1 The scheme is in the Annual Programme and subject to resolving any objections received to the advertised draft Traffic Regulation Order, it is anticipated to be completed within the 2018/2019 financial year.

### **4.6 Risk Management**

- 4.6.1 If no action was taken then access to the school for pedestrians and cyclists will not improve and the potential of injury to pedestrians and cyclists will not be addressed. Objections received to the permanent Traffic Regulation Order may be raised during the formal advertisement and could result in the delay implementing the orders.

## **5 Conclusions**

- 5.1 The provision of a package of measures noted in this report will provide a safer environment around the school and residential area thus encouraging more sustainable travel behaviours for all users.

## **6 Recommendations**

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

- i) note the contents of the report;
- ii) approve the detailed design and implementation of a package of highway works associated with the expansion of Hovingham Primary school, as shown on the attached drawing, at a total cost of £38,400;
- iii) note the required expenditure of £38,400, comprising £32,000 works costs, £5,400 staff fees and £1,000 legal fees, all being funded from the Children's Services Learning Places Capital Programme ( previously approved );
- iv) give authority to advertise and introduce a Traffic Regulation Order to introduce waiting restrictions as shown on the attached drawing and to advertise a notice under the provision of Section 90c of the Highways Act 1980; and
- v) authorise the City Solicitor to advertise a notice under the provisions of Section 90c of the Highways Act 1980 and advertise a draft Traffic Regulation Order and if no valid objections are received, to make, seal and implement the Order as advertised.

## **7 Background documents**

7.1 None

# 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: Highways Services</b>	<b>Service area: Traffic Management</b>
<b>Lead person: Nick Borrás</b>	<b>Contact number: 0113 3787497</b>

<b>1. Title: Hovingham Primary School Expansion Scheme – Associated Highway Works</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>2. Please provide a brief description of what you are screening</b>
The screening focuses on a report to the Highways and Transportation Board, requesting the authority to implement a series of highway improvement measures associated with the Hovingham Primary School expansion scheme. These include the implementation of informal pedestrian crossing facilities on a vertical traffic calming feature, implementation of parking restrictions and the widening of the footway link along the frontage of the school.

<b>3. Relevance to equality, diversity, cohesion and integration</b> 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
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reassignment, race, religion or belief, sex, sexual orientation. Also those areas that impact on or relate to equality: tackling poverty and improving health and well-being.		
<b>Questions</b>	<b>Yes</b>	<b>No</b>
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>
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).
<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>Consultation will take place with Ward Members, the Emergency Services and West Yorkshire Combined Authority.</p> <p>Consultation will take place either directly with affected parties or via a series of public advertisement notices, advertisement in the Yorkshire Post newspaper and a Section 90c Notice.</p> <p>All comments received from the consultation will be duly considered prior to scheme implementation.</p>
<ul style="list-style-type: none"> <li>• <b>Key findings</b></li> </ul> <p>(<b>think about</b> any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups,</p>



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:**

- Provide safer passage whilst crossing the road to all pedestrians, especially those with mobility issues, disabled people, parents supporting pushchairs and young and old people;
- By providing a series of traffic calming features, drivers will be encouraged to adhere to the lowered speed limit;
- Greater independence and choice for children travelling to school
- Make it more pleasant to walk or cycle, encouraging a more healthy lifestyle
- Improve quality of life for the local community
- By providing an informal crossing place on a traffic calming feature (flat topped road hump), the crossing itself is therefore at the height of the footway. This better enables those parents/ carers with pushchairs to cross, as well as those pedestrians using wheelchairs and those with limited mobility; and
- By removing undesirable parking in the vicinity of the school and crossing points, visibility for pedestrians wishing to cross and drivers approaching the waiting pedestrians is enhanced, thus improving crossing safety.
- The implementation of traffic calming features will assist in slowing driver speeds thus improving the road environment for all road users

**Negative impacts:**

- Slight reduction in air quality due to lower speeds, however this is offset by the potential reduction in accidents.
- Displacement of existing on street parking, potentially to areas where it may create a problem.

• **Actions**

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

Comments received from members of the public towards the proposals will be duly considered in the design process. Should there be a comment raised that we feel requires accommodation within the scheme and is safe and reasonable to do so, then it shall be done.

Post-scheme implementation monitoring of the site will be carried out. Should there be a need for further works to alleviate post-implementation issues then this will be duly considered at the time.

**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
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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>
Nick Hunt	Principal Engineer	01/08/2018
<b>Date screening completed</b>		01/08/2018

<b>7. Publishing</b>	
<p>Though <b>all</b> key decisions are required to give due regard to equality the council <b>only</b> publishes those related to <b>Executive Board, Full Council, Key Delegated Decisions</b> or a <b>Significant Operational Decision</b>.</p> <p>A copy of this equality screening should be attached as an appendix to the decision making report:</p> <ul style="list-style-type: none"> <li>• Governance Services will publish those relating to Executive Board and Full Council.</li> <li>• The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions.</li> <li>• A copy of all other equality screenings that are not to be published should be sent to <a href="mailto:equalityteam@leeds.gov.uk">equalityteam@leeds.gov.uk</a> for record.</li> </ul> <p>Complete the appropriate section below with the date the report and attached screening was sent:</p>	
For Executive Board or Full Council – sent to <b>Governance Services</b>	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate <b>Directorate</b>	Date sent:
All other decisions – sent to <a href="mailto:equalityteam@leeds.gov.uk">equalityteam@leeds.gov.uk</a>	Date sent: