

Report of Senior Economic Development Officer
Report to Chief Officer (Highways and Transportation)

Date: 05 November 2019

Subject: Extension to The Calls parklet

Are specific electoral wards affected? If yes, name(s) of ward(s): Hunslet and Riverside	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Has consultation been carried out?	<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
Will the decision be open 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

1. Main issues

- To seek an extension to the delivery of The Calls parklet, previously approved at the Highways & Transportation Board on 9th April 2019. The extension is requested for a period of 12 months, from December 2019 to end November 2020.
- No changes are requested to the layout, design or management of the parklet, which remain as previously approved by the Highways & Transportation Board on 9th April 2019.
- The location of the parklet is within a block of six pay and display parking bays, outside 'The Old Brewery' on The Calls.

2. Best Council Plan Implications (click [here](#) for the latest version of the Best Council Plan)

- The proposals contained in this report will further the delivery of our aspiration for Leeds to be a compassionate and caring city, that helps all its residents benefit from the effects of the city's economic growth. It will also help us achieve our Best City Outcomes including enabling everyone in Leeds to 'move around a well-planned city easily, be safe and feel safe, enjoy happy healthy, active lives, earn enough to support themselves and their families, enjoy greater access to green spaces, leisure and the arts'.
- Parklets potentially offer a solution to provide areas of seating where traditionally the footway widths have precluded this, supporting the agenda of 'best city to grow

old in' by 'making Leeds public spaces and buildings accessible, safe, clean and welcoming'.

3. Resource Implications

- The parklet operates at nil cost to Leeds City Council and will be delivered and maintained by Yorkshire Design Group. The lost parking revenue has been agreed with Parking Services.

Recommendations

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

- i) Note the content of this report;
- ii) Approve extending The Calls parklet on the public highway from December 2019 to the end of November 2020; and
- iii) Approve the delivery of The Calls parklet through the general function of the highway authority to provide 'green' amenity improvements which may be exercised by a third party authorised by them under the provisions of the Deregulation and Contracting Out Act 1994.

1. Purpose of this report

- 1.1 To seek approval for a parklet on the public highway in an existing location on The Calls in Leeds city centre from December 2019 to the end of the November 2020.

2. Background information

- 2.1 In September 2017 the Chief Officer of Highways and Transportation approved the installation of two parklets in the city centre, one at The Calls and the other at Sheaf Street. Both were on site over the summer months of 2018, and were well received and managed well. An extension to The Calls parklet was granted on 9th April 2019, which agreed the parklet to operate until the end of October 2019.
- 2.2 The Calls parklet structure and materials have performed to the expected standard and have been well managed.
- 2.3 No complaints have been received about the parklet and it has not suffered any damage from vehicles or vandalism.
- 2.4 The parklet methodology approved at Highway and Transportation Board on the 26th September 2017 was subject to extensive consultation with the Access Officer, Highways Officer, Highways Legal Officers and Traffic Management.
- 2.5 The Calls parklet proposes to continue to operate using the same methodology; with no changes to the agreed position, layout, structure or materials.
- 2.6 There is no material change to the parklet from that previously agreed. For the extension, the following documents approved at Highway and Transportation Board in September 2017 will be followed:
 - a. General Parklet design principle (Appendix A)
 - b. The Calls Parklet raft construction and side wall (Appendix B)
 - c. The Calls Parklet layout (Appendix C)

- d. The Calls Parklet bench construction detail (Appendix D)
- e. The Calls Parklet visual appearance (Appendix E)
- f. The Calls Parklet maintenance specification (Appendix F)
- g. The Calls Parklet location plan (Appendix G)

- 2.7 The proposed parklet constitutes an improvement to the highway, offering a pathway for the Council to place parklets on the highway. Under these provisions there is no restriction to the parts of the highway where the items may be placed so they may be placed as intended on the carriageway.
- 2.8 The delivery of The Calls parklet is through the general function of the highway authority to provide 'green amenity improvements which may be exercised by a third party authorised by them under the provisions of the Deregulation and Contracting Out Act 1994.
- 2.9 The Council has general powers of improvement under the Highways Act (1980) S62(2) and more specific powers in relation to trees, shrubs, grass verges and related items under S62(3)(e) and S96(1).
- 2.10 The Calls parklet will continue to be supplied, installed and maintained by a third party, the Yorkshire Design Group. They supply this amenity at nil cost to the Council and indemnify the Council up to £5,000,000.

3. Main issues

3.1 Location

- 3.2 The Calls parklet is situated in two pay and display parking bays on The Calls. To the north of the site is the yorkstone flagged pavement and rear of The Old Brewery, shared offices owned by Yorkshire Design Group. Appendix G shows the location of parklet. The Calls is a one-way street with relatively low traffic flows.

3.3 Design

- 3.4 The parklet will continue to be delivered in accordance with the approach approved at the Highways Board of 19th April 2019. See the Appendices listed at 2.6 for more information.
- 3.5 The two parking bays are 12m x 2m. The parklet is 9.6m long and 1.8m wide and has a buffer of 1.2m at each end of the parking bays. The roadside façade height will be no more than 900mm. The parklet planters and benches are 500-750mm high.
- 3.6 The parklet is in high contrast colours to maximise visibility with reflective strips present on the corners and leading edges.
- 3.7 Design consideration has been given to the circulation space in the parklet for those with mobility needs and the permeability on either side. There is a turning space of 1200mm x 1200mm. Back rests have been included. There is level access between the parklet and footway which is bridged with a ramp.

3.8 Emergency Access

- 3.9 The lightweight modular construction means that the parklet can be easily dismantled/broken up to permit emergency access for Leeds City Council highways department or statutory undertakers.

3.10 Maintenance

3.11 The maintenance specification is in Appendix F. This will be carried out by the proposer Yorkshire Design Group at nil cost to Leeds City Council.

3.12 The maintenance specification (Appendix F) has been updated to reflect that agreed winter maintenance will take place during the time period that the parklet is approved to be present on The Calls.

3.13 The proposer will remove the parklet from the highway (at a time to be agreed) to undertake winter maintenance. This includes a full check of all structural elements, cleaning, sanding and undertaking of any repairs as necessary. All stained/painted items to be prepared and repainted. Decking areas to be pressure washed, sanded and re-stained. Benches and planters to be inspected, cleaned and upgraded as necessary. Plants to be pruned, thinned and/or replaced as required in accordance with good practice.

3.14 Operating period

3.15 During previous trials, the parklet has been in its location on The Calls during the summer months. The proposer has requested the parklet be allowed to continue in its location on The Calls for a period of 12 months; taking it through the winter period. This provides opportunity for the usage and viability of the parklet to be monitored and evaluated during the colder months, the results of which will feed into a review of the parklets methodology as a whole.

4. **Corporate considerations**

4.1 **Consultation and engagement**

4.1.1 As this is an application for The Calls parklet to operate for a further period of 12 months consultations have been undertaken with Officers in Highways and Transportation and Parking Services. Elected members of affected wards have expressed their support for the scheme continuing.

4.2 **Equality and diversity / cohesion and integration**

4.2.1 See appendix J for the EI Screening document

4.3 **Council policies and the Best Council Plan**

4.3.1 Best Council Plan 2019/20-2020/21, Tackling poverty and reducing inequalities. The Calls parklet support the outcomes of the Best Council plan to be an Age and Child Friendly City by providing accessible seating in an area lacking in this provision. It also helps provide greater access to a green space, for leisure and the arts.

Climate Emergency

4.3.2 The Calls parklet provides the opportunity for people to rest and reflect in a green space within the city scape. The giving over of 2 parking bays to facilitate the parklet reduces the number of vehicles using this location. The plants used within The Calls parklet help in improving air quality, reducing pollution and noise.

4.3.3 Inclusive Growth Strategy: Big Ideas.

4.4 Resources, procurement and value for money

- 4.4.1 The parklet is at nil cost to Leeds City Council and will be delivered and maintained by Yorkshire Design Group. The lost parking revenue has been agreed with Parking Services.

4.5 Legal implications, access to information, and call-in

- 4.5.1 The structure, provided, maintained and owned by a third party, will be placed on the highway and Leeds City Council will be indemnified for £5,000,000 (following the street café approach).

4.6 Risk management

- 4.6.1 The project is low risk greening and amenity project to be delivered on the public highway at nil cost to Leeds City Council.

5. Conclusions

- 5.1 An extension to the delivery of The Calls parklet would allow for further testing around the usage and viability of parklets over the winter months. A review, to be undertaken early in 2020 will evaluate the impact and success and make recommendations for moving forward on the principle of parklets.
- 5.2 The Calls parklet continues to provide greening and community infra-structure at a location where traditional seating is not an option.
- 5.3 The Calls parklet support the ambitions of the Our Spaces strategy and fosters community interest locally.

6. Recommendations

- 6.1 The Chief Officer (Highways and Transportation) is requested to:
- i) note the content of this report and approve;
 - ii) Extending the delivery of The Calls parklet on the public highway from December 2019 to November 2020; and
 - iii) Approve the delivery of The Calls parklet through the general function of the highway authority to provide 'green' amenity improvements which may be exercised by a third party authorised by them under the provisions of the Deregulation and Contracting Out Act 1994.

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.

Directorate: City Development	Service area: City Centre Management, Economic Development
Lead person: Fiona Moore	Contact number: 87752

1. Title: The Calls Parklet Trial		
Is this a:		
<input checked="" type="checkbox"/> Strategy / Policy	<input type="checkbox"/> Service / Function	<input type="checkbox"/> Other
If other, please specify		

2. Please provide a brief description of what you are screening	
1.1	This document relates to the screening of the Highways Board Report, 9 th April 2019.
2	To seek approval for the extension of The Calls parklet trial within the city centre to be on site April to November 2019. There will be an evaluation at the end of the trail and recommendations made to Highways Board on the way forward once the extended trial has completed.
3	This is a new initiative for Leeds City Council and therefor is without president or guidance. Nationally there are limited examples and therefore Leeds will be at the forefront of facilitating parklets.
4	Parklets originated in the USA where an individual would 'feed the meter' and put tables/chairs/planting in the parking bay.
Recommendations	

5	Highways Board is asked to note the content of this report and approve:
5.2	Extending the trial of The Calls parklet on the public highway from late April 2019 to November 2019 ;
5.3	Approve the delivery of trial The Calls parklet through the general function of the highway authority to provide 'green' amenity improvements which may be exercised by a third party authorised by them under the provisions of the Deregulation and Contracting Out Act 1994.
5.4	Approve the relocation of the temporary cycle stand currently sited in a nearby pay and display bay.

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. Also those areas that impact on or relate to equality: tackling poverty and improving health and well-being.

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).

Equality has been considered as part of the wider Our Spaces Strategy.

The design of the parklet was developed based a wealth of experience working with access officers and user groups to bring forward other public realm developments in the city centre and the siting of street cafés.

Design consideration has been given to the circulation space on the parklet for those with mobility needs and the permeability on either side of the parklet. There is a turning space of 1200mm x 1200mm. Back rests have been included.

The parklets are in high contrast colours to improve visibility and the height of the parklets will be no more than 900mm.

There is a reflective strip on the leading edge(s) of the parklet.

The use of natural materials and wood means the benches will be warmer to sit on than metal or stone and should have less pooling of water.

There is level access between the parklet and footway which is bridged with a ramp (Appendix B).

Feedback will be sought on the parklet infra-structure from the older peoples forum once it is in situ. This 'pop-up' community seating has the potential to support the 'best city to grow old in' agenda.

The first trial of The Calls Parklet was fabricated by Leeds College of Building. This provides a 'real-life' project which will be delivered on street in close proximity to the College. This is an excellent learning opportunity for students.

Improvements in public realm will have a positive impact on connectivity and city identity which could boost inward investment and access to employment. Improved public realm reduces isolation for individuals and communities and also supports healthy living by improving walkability.

- **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)

As a city we have an open approach to the best ways to improve spaces.

Best Council Plan 2018/19 – 2020/21 Tackling poverty and reducing inequalities. The programme of investment is consistent with the best Council Plan, in particular the outcomes. We want everyone in Leeds to...

- Be safe and feel safe
- Enjoy happy, healthy, active lives
- Live in good quality, affordable homes in clean and well cared for places
- Do well at all levels of learning and have the skills they need for life
- Enjoy greater access to green spaces, leisure and the arts
- Earn enough to support themselves and their families
- Move around a well-planned city easily
- Live with dignity and stay independent for as long as possible

Inclusive Growth Strategy: Big Ideas:

1 – Best city for health and wellbeing (Get more people to be physically active more often)

5– Supporting places and communities to respond to economic change

6 – Doubling the size of the city centre

8 – 21st Century Infra Structure

11 – Promoting Leeds and Yorkshire

12 – Maximising the economic benefits of culture

The proposals contained in this report will further the delivery of our aspiration for Leeds to be a compassionate, caring city that helps all its residents benefit from the effects of the city's economic growth. It will also help us achieve our Best City Outcomes including enabling everyone in Leeds to 'move around a well-planned city easily, be safe and feel safe, enjoy happy healthy, active lives, earn enough to support themselves and their families, enjoy greater access to green spaces, leisure and the arts'.

The parklets potentially offer a solution to provide areas of seating where traditionally the footway widths have precluded this supports the agenda of 'best city to grow old in' and feedback on the parklet trial will be sought from this project and users.

The parklet proposals will further the delivery of our aspiration for Leeds to be a compassionate, caring city that helps all its residents benefit from the effects of the city's economic growth. It will also help us achieve our Best City Outcomes including enabling everyone in Leeds to 'move around a well-planned city easily, be safe and feel safe, enjoy happy healthy, active lives, earn enough to support themselves and their families, enjoy greater access to green spaces, leisure and the arts'.

The parklets potentially offer a solution to provide areas of seating where traditionally the footway widths have precluded this supports the agenda of 'best city to grow old in' and feedback on the parklet trial will be sought from this project and users.

The Building College are using the parklet project as a 'live' piece and students are delivering something which will be on street and open for use.

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

Collaboration and sharing good news stories are key to spreading the message about improvements to the public realm Leeds City Council's commitment to improving the pedestrian environment.

The parklet will be promoted via twitter and other social media platforms. More formal promotional will take place under the 'best city to grow old in; agenda.

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
Fiona Moore/ Becci Erbilur-Gray	Economic Development Manager	1 st April 2019
Date screening completed		1 st April 2019

7. Publishing

Though **all** key decisions are required to give due regard to equality the council **only** publishes those related to **Executive Board, Full Council, Key Delegated Decisions** or a **Significant Operational Decision**.

A copy of this equality screening should be attached as an appendix to the decision making report:

- Governance Services will publish those relating to Executive Board and Full Council.
- The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions.

- A copy of all other equality screenings that are not to be published should be sent to equalityteam@leeds.gov.uk for record.

Complete the appropriate section below with the date the report and attached screening was sent:

For Executive Board or Full Council – sent to Governance Services	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate Directorate	Date sent:
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: 1 st April 2019