

## Report of Transport Development Services

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

Date: 17 December 2019

**SUBJECT: DESIGN & COST REPORT FOR S278 WORKS ASSOCIATED WITH THE FULL PLANNING APPLICATION 18/01725/FU AT LAND TO THE REAR OF VICTORIA RESERVOIR, BRUNTCLIFFE ROAD**

**Capital Scheme Number: 33197**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Morley South	<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 type="checkbox"/> Yes	<input checked="" 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 of Main issues

1. Full planning application 18/01725/FU was approved on 3<sup>rd</sup> December 2018 for residential development of 210 dwellings on land at the rear of Victoria Reservoir, A650 Bruntcliffe Road. A location plan is attached at **Appendix 2**.
2. The off-site highway works are described in detail in section 3.2 and briefly comprise footway widening to 2m and resurfacing at the Scott Lane site frontage including tactile paving at the A650 Bruntcliffe Road/Scott Lane junction; provision of a right turn lane at A650 Bruntcliffe Road including relocation of a gully; bus stop improvements to stop no. 45011464 and 45011466 at A650 Bruntcliffe Road and reinstatement works of a redundant access at A650 Bruntcliffe Road. The reinstatement will match the existing Yorkstone material.
3. There is land dedication associated with the highway works for the widening of the footway at the Scott Lane site frontage as shown on drawing 4693-C-D7-08 Rev A at **Appendix 3**.

4. To meet the requirements of the planning permission, the developer seeks to enter into a minor S278 Agreement (Highways Act 1980) to enable the highway works to be carried out, whereby these works are carried out by the developer, with the Council providing a design/checking approval service and undertaking inspections during construction at the developer's expense.

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

5. The planned highway works contribute to the Best Council Plan by improving transport connections and safety and supporting healthy and physically active lifestyles through improvements within the adopted highway to provide infrastructure enhancing safety for pedestrians and provision of safe access for vehicles.

### **Resource Implications**

6. The Developer will meet the Council's cost, estimated to be £10,000 staff fees to undertake design checks and to supervise and inspect the works, all of which will be fully funded through the Section 278 Agreement.

### **Recommendations**

7. The Chief Officer (Highways and Transportation) is requested to:
  - i) note the principles of the highway works as outlined in Section 3.2 and shown on drawing number 4693-C-D7-07 Rev A; 4693-C-D7-08 Rev A and ITY11326-GA-001 Rev B at **Appendix 3** of this report;
  - ii) give authority to incur expenditure of £10,000 staff checking and inspection costs, to be paid by the developer through the Section 278 Agreement;
  - iii) give authority to adopt the land associated with the highway works including land for footway widening at Scott Lane site frontage shown shaded yellow on drawing 4693-C-D7-08 Rev A at **Appendix 3** so that it can be added to the Council's maintenance regime and instruct Street Registry to update the Street Register; and
  - iv) give authority to negotiate the terms of and enter into an agreement with the developer under the provisions of Section 278 of the Highways Act 1980 whereby the associated highway works are designed and constructed by the developer at their expense, with the Council checking the design and construction, with step in rights, should the works not be managed or constructed to appropriate standard.

## **1 Purpose of this report**

- 1.1 To note the principle of the implementation of highway works associated with the residential development of 210 dwellings on land at the rear of Victoria Reservoir, Bruntcliffe Road (planning ref: 18/01725/FU).
- 1.2 To obtain authority to negotiate the terms of and enter into an Agreement under the provisions of Section 278 of the Highways Act 1980 whereby the associated highway works described in Section 3.2 are designed and constructed by the

developer at their expense, with the Council checking the design and construction, with step in rights.

- 1.3 To obtain authority to adopt the land shaded yellow on drawing number 4693-C-D7-08 Rev A shown at **Appendix 3** of this report associated with the footway widening at the Scott Lane frontage so that it can be added to the Council's maintenance regime.
- 1.4 To give authority to incur expenditure associated with the checking and supervision of the highway works associated with the development.

## **2 Background information**

- 2.1 Full permission for a residential development of 210 dwellings on land to the rear of Victoria Reservoir, Bruntcliffe Road was granted (planning ref: 18/01725/FU) was granted in December 2018.
- 2.2 Condition 7 of the planning approval requires off-site highways works to be completed prior to first occupation of the development. The highways works are shown in drawings number 4693-C-D7-07 Rev A; 4693-C-D7-08 Rev A and ITY11326-GA-001 Rev B, which are provided at **Appendix 3** of this report.
- 2.3 To meet the requirements of the planning permission, the Developer has requested that Leeds City Council, as Highway Authority, enters into a Section 278 Agreement to enable the highway works to be carried out.

## **3 Main issues**

- 3.1 Barratt Homes received planning permission (ref: 18/01725/FU) for a residential development of 210 dwellings on land to the rear of Victoria Reservoir, Bruntcliffe Road.
- 3.2 Condition 7 of the planning permission includes a requirement for a package of off- site highway works to be implemented to facilitate safe pedestrian and vehicular access to and from the site. The proposed works comprise:
  - i) Provision of a ghost island right turn lane on A650 Bruntcliffe Road including the relocation of a gully at the new site access junction as shown in drawing 4693-C-D7-07 Rev A and ITY11326-GA-001 Rev B ;
  - ii) Improvements to bus stops no. 45011464 and 45011466 at A650 Bruntcliffe Road to provide raised bus kerbs 125mm; provision of a shelter and information at bus stop 45011464;
  - iii) Road markings at the existing right turn lane into Parkland Avenue and removal of any redundant markings in the highway;
  - iv) Footway widening to 2m at Scott Lane frontage and resurfacing including new trief kerbing to prevent vehicles mounting the footway and tactile paving at the A650 Bruntcliffe Road/Scott Lane junction. The footway construction will involve land dedication to highways as shown in drawing 4693-C-D7-08 Rev A;
  - v) Reinstatement of a redundant access at the site frontage on A650 Bruntcliffe Road to footway matching the existing Yorkstone materials;
  - vi) All associated civils works including signs, lighting, road markings and drainage; and

vii) Any Statutory undertakers' works resulting from the works resulting from the works described above.

3.3 The proposed works are shown in principle on drawing number 4693-C-D7-07 Rev A; 4693-C-D7-08 Rev A and ITY11326-GA-001 Rev B at **Appendix 3**.

3.4 It is proposed the developer will enter a Section 278 Agreement with the Council whereby the developer will design and procure the highway works at their expense and the Council will check the design and inspect the construction, with step in rights.

3.5 Section 278 of the Highways Act 1980 allows Highways Authorities to enter into agreements with developers for the execution of highway works at the developer's expense. The preconditions for an agreement under Section 278 of the Highways Act 1980 are, first, that the Highway Authority should be satisfied that it will be of benefit to the public to enter into an agreement for the execution of the works and, secondly, that the work must fall within the Highway Authority's powers of road building, improvement and maintenance.

3.6 Safety Audits and Maintenance Audits are to be carried out as part of the detailed design process. The S278 Agreement will ensure that Safety Audits form part of the design process, and any appropriate works arising out of the audits are implemented at the developer's expense.

3.7 The S278 agreement will include commuted sums for future maintenance of the works.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 Ward Members: Ward Members were consulted by email dated 1<sup>st</sup> October 2019. At the time of writing no comments have been received from the Ward Members.

4.1.2 Emergency Services and WYCA: The Emergency Services and WYCA were consulted via email dated 1<sup>st</sup> October 2019. At the time of writing no comments have been received.

4.1.3 Internal consultation has taken place with colleagues in Highways and Transportation Services. Comments from internal consultees have been received and any substantive comments will be addressed as part of the detailed design process.

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

4.2.1 An EDCI Impact Assessment has been carried out on the Section 278 Process and is attached as **Appendix 1**. The assessment confirmed that individual designs put forward as part of this process, will take into account the needs of each of the equality characteristics and will aim to meet Section 278 (4), which states that "A highway authority shall not enter into an agreement under this section unless they are satisfied that it will be of benefit to the public".

4.2.2 The proposals will ultimately contribute to improved accessibility to the site for public transport users and pedestrians, the works will be designed to

accommodate the needs of all users including disabled people and carers with widened footway, inclusion of raised bus boarder kerbs and dropped kerbs with tactile paving.

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

- 4.3.1 The proposed highway works, which allow the development to take place accord with the West Yorkshire 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.
- 4.3.2 A Stage 1/2 Road Safety Audit will be undertaken and the issues identified by the audit will be addressed through detailed design stage.

#### Climate Emergency

- 4.3.3 The works will provide necessary infrastructure, which will accommodate pedestrian movement to and from the site and enhance public transport facilities adjacent to the site thereby encouraging travel by more sustainable transport modes. Additionally, the development site includes charging facilities for electric vehicles and cycle parking and also pedestrian and cycle connections from the site to the adjacent St Andrews View development will enable residents to access B6123 Scotchman Lane, which is a recommended on-road cycle route. On the above basis the proposals result in minimised vehicle emissions and carbon footprint of the development.

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

- 4.4.1 The developer will meet the Council's costs, estimated to be £10,000 staff fees all of which will be fully funded through the Section 278 Agreement.

### **4.5 Capital Funding and Cash Flow**

- 4.5.1 The developer will through the Section 278 Agreement meet the Council's costs, estimated to be £10,000 fees to check the design and inspect the works.

Funding Approval :	Capital Section Reference Number :-						
Previous total Authority to Spend on this scheme	TOTAL £000's	TO MARCH 2019 £000's	FORECAST				
			2019/20 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's	2023/24 £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 2019 £000's	FORECAST				
			2019/20 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's	2023/24 £000's
LAND (1)	0.0						
CONSTRUCTION (3)	0.0						
FURN & EQPT (5)	0.0						
DESIGN & SUPERVISION FEES (6)	10.0		10.0				
OTHER COSTS (7)	0.0		0.0				
<b>TOTALS</b>	<b>10.0</b>	<b>0.0</b>	<b>10.0</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 2019 £000's	FORECAST				
			2019/20 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's	2023/24 £000's
LCC Supported Borrowing	0.0						
Revenue Contribution	0.0						
Capital Receipt	0.0						
Insurance Receipt	0.0						
Lottery	0.0						
Gifts / Bequests / Trusts	0.0						
European Grant	0.0						
Health Authority	0.0						
School Fundraising	0.0						
Private Sector	0.0						
Section 106 / 278	10.0		10.0				
Government Grant	0.0						
SCE ( C )	0.0						
SCE ( R )	0.0						
Departmental USB	0.0						
Corporate USB	0.0						
Any Other Income ( Specify)	0.0						
<b>Total Funding</b>	<b>10.0</b>	<b>0.0</b>	<b>10.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<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>

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

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

### 4.6 Risk Management

4.7.1 The total cost of the highways works and staff fees are fully developer funded.

### 5 Conclusions

5.1 Full planning application 18/01725/FU was approved on 3<sup>rd</sup> December 2018 for residential development of 210 houses on land at the rear of Victoria Reservoir, Bruntcliffe Road. A location plan is attached at **Appendix 2**.

5.2 The off-site highway works are described in detail in section 3.2 and briefly comprise widened and resurfaced footway at the Scott Lane site frontage, provision of a right turn lane at A650 Bruntcliffe Road including relocation of a gully; and bus stop improvements to bus stop no. 45011464 and 45011466 at A650 Bruntcliffe Road.

5.3 There is land dedication associated with the highway works including land for the widening of the footway at Scott Lane site frontage as shown on drawing 4693-C-D7-08 Rev A at **Appendix 3**.

5.4 To meet the requirements of the planning permission, the developer seeks to enter into a minor S278 Agreement (Highways Act 1980) to enable the highways works to be carried out, whereby these works are carried out by the developer, with the Council providing a design/checking approval service and undertaking inspections during construction at the developer's expense.

## **6 Recommendations**

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

- i) note the principles of the highway works as outlined in Section 3.2 and shown on drawing number 4693-C-D7-07 Rev A; 4693-C-D7-08 Rev A and ITY11326-GA-001 Rev B at **Appendix 3** of this report;
- ii) give authority to incur expenditure of £10,000 staff checking and inspection costs, to be paid by the developer through the Section 278 Agreement;
- iii) give authority to adopt the land associated with the highway works including land for footway widening at Scott Lane site frontage shown shaded yellow on drawing 4693-C-D7-08 Rev A at **Appendix 3** so that it can be added to the Council's maintenance regime and instruct Street Registry to update the Street Register; and
- iv) give authority to negotiate the terms of and enter into an agreement with the developer under the provisions of Section 278 of the Highways Act 1980 whereby the associated highway works are designed and constructed by the developer at their expense, with the Council checking the design and construction, with step in rights, should the works not be managed or constructed to appropriate standard.

## **7 Background documents**

7.1 None.

# Appendix 1 Equality, Diversity, Cohesion and Integration Impact Assessment



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. In all appropriate instances we will need to carry out an equality, diversity, cohesion and integration impact assessment.

This form:

- can be used to prompt discussion when carrying out your impact assessment
- should be completed either during the assessment process or following completion of the assessment
- should include a brief explanation where a section is not applicable

<b>Directorate: City Development</b>	<b>Service area: Highways &amp; Transportation</b>
<b>Lead person: Gillian MacLeod</b>	<b>Contact number: 0113 378 8091</b>
<b>Date of the equality, diversity, cohesion and integration impact assessment:</b>	
22 <sup>nd</sup> October 2019	

<b>1. Title: Equality Implications of Section 278 Process</b>
Is this a:
<input checked="" type="checkbox"/> <b>Strategy / Policy</b> <input type="checkbox"/> <b>Service / Function</b> <input type="checkbox"/> <b>Other</b>
<b>If other, please specify</b>

## 2. Members of the assessment team:

<b>Name</b>	<b>Organisation</b>	<b>Role on assessment team e.g. service user, manager of service, specialist</b>
Gillian MacLeod	LCC	Service Manager
Adrian Hodgson	LCC	Service Officer
Andrew Thickett	LCC	Service Officer
John Mills	LCC	Technical Support Team Leader
Kasia Speakman	LCC	Highways Access Officer

<b>3. Summary of strategy, policy, service or function that was assessed:</b>
<p>Section 278 (S278) of the Highways Act 1980 makes provision for the Highway Authority to enter into an agreement to execute works with any other person (either an individual / organisation / developer) to make modifications, improvements and changes to the highway and for those works to be funded by that person / developer or organisation.</p> <p>A S278 agreement is entered into between developers and the Council and ensures that</p>



any impact on the highway, or improvements required to the highway, as a result of developments undertaken are agreed, and paid for prior to the works commencing.

S278 agreements can be entered into with an individual, but generally they are made between Developers and the Council.

There are three types of S278 agreements:

#### Mini Section 278 Agreements

A Mini Section 278 Agreement is a formal arrangement to enable developers to carry out extremely minor highway works. This type of agreement covers minor footway crossing works, amendments to paving to provide level access, removal and reinstatement of planters, etc where the Developer designs and constructs the works, but provides a bond as surety. Leeds City Council obtains staff fees for checking the design and supervision of the works and fixed legal costs. This type of agreement is very minor in nature and does not include for commuted sums (payments for maintenance).

#### Minor Section 278 Agreements

A Minor Section 278 Agreement is a formal arrangement for developers to carry out minor highway works themselves. It follows the same format as a mini S278 agreement but is used for schemes which are slightly more involved than a footway crossing, but not so involved that there is any major requirement for traffic management on a busy road, or likely involvement with statutory undertakers, and the design is not complex in any way. This type of agreement is most often used where the development and highway works are adjacent or make use of the same site, making it very difficult for a separate contractor to be working in the same area, eg re-paving footways, provision of lay-by within a site contractor's working zone. A Minor S278 still requires the provision of a bond but does also allow for the acquisition of commuted sums for maintenance.

#### Standard Section 278 Agreements

A Standard Section 278 Agreement is used for all other highway works. The works are designed and supervised by Leeds City Council on behalf of the Developer. This type of agreement is used for most significant off-site highway works associated with planning applications. Standard S278 agreements do not require the provision of a bond as all monies are paid upfront.

This Equality, Diversity, Cohesion and Integration (EDCI) Impact Assessment considers the process of determining the requirements of such developments and how this process gives due regard to the equality characteristics. Specific EDCI considerations of the schemes are considered at planning application stage when the principal of the development and associated infrastructure works are approved. A summary of these considerations is included in section 5.

#### **4. Scope of the equality, diversity, cohesion and integration impact assessment**

(complete - 4a. if you are assessing a strategy, policy or plan and 4b. if you are assessing a service, function or event)

<b>4a. Strategy, policy or plan</b> (please tick the appropriate box below)	
The vision and themes, objectives or outcomes	<input checked="" type="checkbox"/>
The vision and themes, objectives or outcomes and the supporting guidance	<input type="checkbox"/>
A specific section within the strategy, policy or plan	<input type="checkbox"/>
<b>Please provide detail:</b>	

<b>4b. Service, function, event</b> please tick the appropriate box below	
The whole service (including service provision and employment)	<input type="checkbox"/>
A specific part of the service (including service provision or employment or a specific section of the service)	<input type="checkbox"/>
Procuring of a service (by contract or grant) (please see equality assurance in procurement)	<input type="checkbox"/>
<b>Please provide detail:</b>	

<p><b>5. Fact finding – what do we already know</b></p> <p>Make a note here of all information you will be using to carry out this assessment. This could include: previous consultation, involvement, research, results from perception surveys, equality monitoring and customer/ staff feedback.</p> <p>(priority should be given to equality, diversity, cohesion and integration related information)</p>
<p><b><u>Process Review</u></b></p> <p>When considering the requirements of a planning application that will require a S278 agreement to deliver highway works once consent is granted, a pro-forma is completed which considers the following:</p> <ul style="list-style-type: none"> <li>• Development type and location</li> <li>• Accessibility – using guidelines laid down in the Leeds Core Strategy, Manual for Streets and LCC Street Design Guide (which has been the subject of an EIA) consideration is given to; walkers, cyclists, public transport users, vulnerable road users and impact on services nearby, for example - schools</li> </ul>

- Vehicular access – safety of this relating to width, radii, visibility splays, crossing opportunities
- Internal layout / servicing / bins – shared surface issues. Ability to move around safely.
- Parking – safety issues, availability of disabled spaces in line with the Core Strategy and Parking SPD.
- Travel Plan – Availability and accessibility of public transport.
- Off site highways works – impacts of the development on the surrounding area e.g. – increased traffic flows, do we need a new set of traffic lights.
- Road safety – current statistics and impact on these.
- Planning conditions

These items are considered in terms of the protected characteristics.

S278 (4) states that “A highway authority shall not enter into an agreement under this section unless they are satisfied that it will be of benefit to the public”, and any suggested changes are put forward with this in mind.

### **Site Specific Considerations**

The proposed highway works are required to support the proposed residential development. The site is set at the very edge of the major settlement of Morley. The works consist of improvements to existing bus facilities at the site frontage to provide a bus shelter, real-time information and raised bus boarder kerbs and in addition footway widening along Scott Lane frontage and dropped kerbs with tactile paving. The proposals therefore enhance safety for pedestrians linking in to A650 Bruntcliffe Road from the site and meet the needs of all users including disabled people and carers with widened footway, inclusion of raised kerbs at the bus stop and dropped kerbs with tactile paving at the site access junction and at the Scott Lane junction with A650 Bruntcliffe Road.

### **Are there any gaps in equality and diversity information**

#### **Please provide detail:**

No, however to reinforce the need to consider equality impacts, an additional equality item will be added to the pro-forma. – completed 2012.

Review operation of equality heading on proforma. – May 2017

#### **Action required:**

Amendments to be made to the pro-forma.- completed 2012.

Update team in Technical Team Meeting to ensure importance of correctly filling in proforma. – May 2017

Procedure reviewed October 2019 – site specific considerations added

**6. Wider involvement – have you involved groups of people who are most likely to be affected or interested**

Yes

No

**Please provide detail:**

The works subject to the S278 agreement have been consulted on through the Planning process which includes statutory processes for consultation.

The guidelines issued by the Department for Transport and other agencies which we follow have been equality impact assessed, and this involved some element of consultation. We follow these guidelines and as such, wider consultation is not required or relevant however, each S278 proposal is sent to the relevant Ward Member for their input on behalf of residents.

**Action required:**

None.

**7. Who may be affected by this activity?**

please tick all relevant and significant equality characteristics, stakeholders and barriers that apply to your strategy, policy, service or function

**Equality characteristics**

Age

Carers

Disability

Gender reassignment

Race

Religion or Belief

Sex (male or female)

Sexual orientation

Other

(**Other** can include – marriage and civil partnership, pregnancy and maternity, and those areas that impact on or relate to equality: tackling poverty and improving health and well-being)

**Please specify:**

**Stakeholders**

Services users

Employees

Trade Unions

Partners

Members

Suppliers

Other please specify

**Potential barriers.**

**Built environment**

**Location of premises and services**

**Information and communication**

**Customer care**

**Timing**

**Stereotypes and assumptions**

**Cost**

**Consultation and involvement**

**specific barriers to the strategy, policy, services or function**

**Please specify**

The location and heritage of a site may affect the type of improvements allowed.

In the current economic climate, the cost of certain improvements will effect what changes are agreed.

**8. Positive and negative impact**

Think about what you are assessing (scope), the fact finding information, the potential positive and negative impact on equality characteristics, stakeholders and the effect of the barriers

**8a. Positive impact:**

The designs put forward will take into account the needs of each of the equality characteristics and will aim to meet Section 278 (4) states that "A highway authority shall not enter into an agreement under this section unless they are satisfied that it will be of benefit to the public".

**Action required:**

None.

**8b. Negative impact:**

None. All designs will be of benefit to the public to meet the requirements of S278 (4).

**Action required:**

**9. Will this activity promote strong and positive relationships between the groups/communities identified?**

Yes

No

Please provide detail:

Not applicable.

Action required: None

**10. Does this activity bring groups/communities into increased contact with each other (e.g. in schools, neighbourhood, workplace)?**

Yes

No

Please provide detail:

Action required:

**11. Could this activity be perceived as benefiting one group at the expense of another?**

Yes

No

Please provide detail:

Action required:

None.

**12. Equality, diversity, cohesion and integration action plan**

(insert all your actions from your assessment here, set timescales, measures and identify a lead person for each action)

<b>Action</b>	<b>Timescale</b>	<b>Measure</b>	<b>Lead person</b>
Add 'Additional Equality Considerations to the S278 pro-forma.	December 2012	N/A	Gillian MacLeod
EIA reviewed and updated by Highways Development Services reps.	May 2017	Update team at technical team meeting May 2017	Gillian MacLeod
EDCI IA reviewed and amended. Specific site considerations that were considered at planning application stage has been added to section 5.	October 2019	Update TDS team and ensure site specific considerations are included in S278 HB Reports going forward.	Gillian MacLeod

<b>13. Governance, ownership and approval</b> State here who has approved the actions and outcomes from the equality, diversity, cohesion and integration impact assessment		
Name	Job Title	Date
Gillian MacLeod	Transport Development Services Manager	October 2019
<b>Date Impact Assessment completed</b>		<b>22/10/2019</b>

<b>14. Monitoring progress for equality, diversity, cohesion and integration actions</b> (please tick)	
<input checked="" type="checkbox"/>	As part of Service Planning performance monitoring
<input type="checkbox"/>	As part of Project monitoring
<input type="checkbox"/>	Update report will be agreed and provided to the appropriate board Please specify which board
<input type="checkbox"/>	Other (please specify)

<b>15. Publishing</b>	
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> .	
A copy of this equality impact assessment should be attached as an appendix to the decision making report:	
<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 impact assessments 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>	
Complete the appropriate section below with the date the report and attached assessment was sent:	
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: 24 April 2013 Reviewed and re-sent May 2017, November 2019



## Appendix 2

## Appendix 3