

Report of James Chadwick

Report to the Chief Officer of Highways and Transportation and Chief Officer of Asset Management & Regeneration

Date: 03 December 2019

Subject: Design & Cost Report for Local Centres Programme – Boggart Hill Drive Scheme

Capital Scheme Numbers : 32786 & 16941

Are specific electoral wards affected? If yes, name(s) of ward(s): Killingbeck & Seacroft	<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

1. Main issues

- Town and local centres across Leeds play a crucial role in supporting places and communities to respond to economic change. The council's Inclusive Growth Strategy recognises their importance as economic, social and service hubs and the need to continue to deliver improvements that promote enterprise and connect people to jobs and opportunities within them. Targeting improvements to local centres would assist in delivering the Best Council Plan ambition of promoting sustainable and inclusive economic growth.
- In November 2017 the Executive Board agreed to introduce a Council funded programme of support and interventions to increase the vitality and viability of local and neighbourhood centres through the development of a ward based bidding process supported by Council services and local agencies. The Local Centres Programme (LCP) was launched in December 2017 and sought bids for the first tranche of schemes.
- Boggart Hill Drive was identified and submitted for a highway infrastructure based project through Round 1 of the LCP which has subsequently been approved for delivery by the LCP Programme Board.

- This report seeks authority for the detailed design and implementation of a scheme as set out in drawing TM-19-394-01-01b and give authority to incur expenditure of £80,000 for the introduction of these measures to be jointly funded from the Local Centres Programme and the Killingbeck & Seacroft Wellbeing Fund.

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

- The project will support the Best Council Plan 2019-20 objectives to promote Inclusive economic growth and support the businesses through increased access for customers and by improving the visual aspects of the area for customers.

3. **Resource Implications**

- The scheme proposals have no implications in terms of resources. All design and works resources have been identified within the 2019/20 works programme.
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4. **Recommendations**

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

- i) approve the detailed design as outlined in drawing TM-19-394-01-01b and give authority to implement the works;
- ii) give authority to spend £80,000 (£65,000 works and £15,000 Staff fees) to deliver the Boggart Hill Drive project, with £50,000 funded by the Regeneration Local Centres Programme capital scheme, and £30,000 funded from the Killingbeck & Seacroft Wellbeing fund capital scheme; and
- iii) approve the adoption of a 2 metre strip of footway that is currently under the ownership of housing, which runs adjacent to the currently adopted highway, as shown in drawing TM-19-394-01-01b.

1. **Purpose of this report**

- 1.1 The purpose of this report is to seek approval and for the delivery of a package of measures to improve Boggart Hill Drive as part of the Local Centres Programme 2019/20 estimated at £80,000 (£65,000 works and £15,000 Staff fees), and to authorise the detailed design and delivery of this scheme subject to the satisfactory completion.

2. **Background information**

- 2.1 In 2017 the Executive Board agreed to establish a £5m capital fund to improve town and district centres across the city, known as the Local Centres Programme (LCP) for support and intervention to increase the vitality and viability of local and neighbourhood centres.
- 2.2 Boggart Hill Drive is a well-used local link road connecting A58 Easterly Road and Kentmere Avenue to a significant residential area, as well as a main bus route.
- 2.3 The parade of shops currently consists of two convenience stores, a salon, a café and a takeaway, as well as some residential properties above them.

- 2.4 The current road layout allows for approximately 5 vehicles to park in the layby and no other off street parking available for visitors to the shops. A significant amount of parking takes place on grass verges which is unsightly, cause's damage to the verge and consequently a hazard for pedestrians crossing the verge. The footway area is currently surrounded by mushroom bollards which are inappropriate for use in the public highway as they present a trip hazard, particularly for blind and partially sighted people.
- 2.5 The aims of the LCP project on Boggart Hill are to increase the parking availability, and improve the environment for pedestrians to encourage more use of the public domain, support economic growth and access to businesses. This will increase the presence of this local centre and thereby encourage more local residents and visitors to use the parade and assist the vitality of existing and new businesses.

3. Main issues

- 3.1 The proposed works are shown on the plan TM-19-394-01-01b attached and will consist of:
- Widening the layby to allow echelon parking, which will increase availability from 5 spaces to 8 spaces and 1 disabled space.
 - Construction of several laybys in place of the grass verge on both sides of the carriageway which will introduce approximately 11 spaces.
 - Replacement of the mushroom bollards with more conventional bollards that will protect the footway from vehicle intrusion and will not cause a trip hazard.
 - Introduction of tree planters.
 - Improvements of informal crossing facilities to aid movement across Boggart Hill Drive.
 - Resurfacing of the existing forecourt of the parade of shops, which is currently under the ownership of housing and will remain as such following the works.
 - Removal of the speed cushions to facilitate the introduction of the informal crossing point with tactile paving. These will be replaced with false cushions in order to remind drivers they have not left the traffic calming length.
 - The adoption of a 2m length of the forecourt owned by housing in order to maintain an adopted footway through the area, preventing any future obstruction from development of the shops.

4. Corporate considerations

4.1 Consultation and engagement

4.1.1 Ward Members:

Members were consulted by email on 19 June 2019 with support being shown, providing there were some refuse / recycling bins introduced, which there are.

4.1.2 Emergency Services and the West Yorkshire Combined Authority (WYCA)

The Emergency Services and WYCA were consulted by email on 19 June 2019. No adverse comments were received.

4.1.3 Local Residents & Businesses:

Local residents and businesses were consulted via letter dated 23 August 2019. One request to introduce a crossing point was received, which has since been incorporated into the design of the scheme.

4.1.4 Housing:

Discussions have been held with staff in Housing with regards to the resurfacing of the forecourt, and the adoption of a 2m strip to maintain an adopted length of footway through the area. The discussion was positive and Housing have given approval for these works and for the adoption of the land..

4.2 Equality and diversity / cohesion and integration

4.2.1 An Equality, Diversity, Cohesion and Integration Screening has been completed as attached in Appendix 1. The positive and negative impacts of the scheme have been identified as follows.

4.2.2 Positive Impact:

- i) The scheme will segregate the pedestrians from vehicular traffic, providing a benefit for those with mobility issues, visually impaired, carers supporting wheelchairs and pushchairs by making the parade a more attractive option for local residents.
- ii) The scheme will provide disabled parking provision and improve access for people with disabilities to cross Boggart Hill Drive.
- iii) There will be an increase in off carriageway parking which will improve the visibility for through traffic and pedestrians.
- iv) The removal of the mushroom bollards will remove a potential trip hazard for blind or partially sighted pedestrians.

4.2.3 Negative Impact:

- i) The hardening of grass verge will remove some natural drainage and therefore efforts must be undertaken to prevent standing water on the new laybys.

4.3 Council policies and the Best Council Plan

4.3.1 The project will support the Best Council Plan 2019-20 objectives to promote Inclusive economic growth and support the businesses through increased access for customers and by improving the visual aspects of the area for customers.

4.3.2 Climate Emergency: By increasing the available parking in the area we will remove the need for vehicles to be parked on grass verges which causes damage. The introduction of two trees to the area along with the removal of verge damaging parking, will improve the sustainability of the greenery in the area and counteract some of the emissions given off by vehicles.

Improving the attractiveness of the area will provide a more convenient option for local residents to use the amenities, rather than travelling further away, which will reduce lengths of journeys.

4.4 Resources, procurement and value for money

4.4.1 The total estimated cost of the scheme is £80,000 being £65,000 works and £15,000 staff costs, to be jointly funded from the Regeneration Local Centres Programme capital scheme £50,000 and the Killingbeck & Seacroft Wellbeing Fund capital scheme £30,000.

4.5 Capital Funding and Cash Flow

Funding Approval :	Capital Section Reference Number :-						
Previous total Authority to Spend on this scheme	TOTAL	TO MARCH	FORECAST				
	£000's	2018 £000's	2018/19 £000's	2019/20 £000's	2020/21 £000's	2021/22 £000's	2022 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						
TOTALS	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Authority to Spend required for this Approval	TOTAL	TO MARCH	FORECAST				
	£000's	2018 £000's	2018/19 £000's	2019/20 £000's	2020/21 £000's	2021/22 £000's	2022 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	65.0			65.0			
FURN & EQPT (5)	0.0						
DESIGN FEES (6)	15.0			15.0			
OTHER COSTS (7)	0.0			0.0			
TOTALS	80.0	0.0	0.0	80.0	0.0	0.0	0.0
Total overall Funding (As per latest Capital Programme)	TOTAL	TO MARCH	FORECAST				
	£000's	2018 £000's	2018/19 £000's	2019/20 £000's	2020/21 £000's	2021/22 £000's	2022 on £000's
Local Centres Prog Capital	50.0			50.0			
Well Being Fund Capital	30.0			30.0			
Total Funding	80.0	0.0	0.0	80.0	0.0	0.0	0.0
Balance / Shortfall =	0.0	0.0	0.0	0.0	0.0	0.0	0.0

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

4.6.1 The scheme is not eligible for Call-In

4.7 Risk management

4.7.1 Construction risks are limited to those normally encountered when working in the public highway, and no significant risks have been identified which relate to this project.

4.7.2 A Stage 1 and Stage 2 safety audit was carried out for the scheme, and this recommended that the echelon parking be monitored following its installation to make sure it is not contributing to road collisions. However, given the scheme will look to reduce the vehicles currently parking on the carriageway, it should reduce the likelihood of the echelon parking contributing to a road collision.

5. Conclusions

- 5.1 The Executive Board agreed to introduce a Council funded programme (Local Centres Programme) of support and interventions to increase the vitality and viability of local and neighbourhood centres.
- 5.2 Boggart Hill Drive was identified as a location that could benefit from interventions with a view to improving the local environment, particularly for customer parking, local residents and would encourage a more active use of the public domain.
- 5.3 The scheme seeks to improve parking, support local economic growth and access to economic opportunities to enhance the quality of the public realm.
- 5.4 This report seeks authority for the detailed design and implementation of a scheme as set out in drawing TM-19-394-01-01b and give authority to incur expenditure of £80,000 for the introduction of these measures to be jointly funded from the Local Centres Programme and the Killingbeck & Seacroft Wellbeing Fund.

6. Recommendations

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

- i) approve the detailed design as outlined in drawing TM-19-394-01-01b and give authority to implement the works;
- ii) give authority to spend £80,000 (£65,000 works and £15,000 Staff fees) to deliver the Boggart Hill Drive project, with £50,000 funded by the Regeneration Local Centres Programme capital scheme, and £30,000 funded from the Killingbeck & Seacroft Wellbeing fund capital scheme; and
- iii) approve the adoption of a 2 metre strip of housing land adjacent to the currently adopted highway, as shown in drawing TM-19-394-01-01b.

7. Background documents

7.1

Appendix 1

Equality, Diversity, Cohesion and Integration Screening



As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration.

A **screening** process can help judge relevance and provides a record of both the **process** and **decision**. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions. Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality, diversity, cohesion and integration.
- whether or not equality, diversity, cohesion and integration is being/has already been considered, and
- whether or not it is necessary to carry out an impact assessment.

Directorate: Development	Service area: Traffic Management
Lead person: James Chadwick	Contact number: 0113 37 87499

1. Title: Boggart Hill Drive Local Centres Scheme
Is this a: <input type="checkbox"/> Strategy / Policy <input type="checkbox"/> Service / Function <input checked="" type="checkbox"/> Other
If other, please specify

2. Please provide a brief description of what you are screening
The screening focuses on a report to the Highways and Transportation Board requesting authority to introduce various measures on and around Boggart Hill Drive j/w Barncroft Road.
The scheme proposes to introduce a package of works to increase the vitality and viability of Boggart Hill Drive local centre which include: <ul style="list-style-type: none">• New Echelon parking bays• New laybys to increase available parking• Introduction of trees.• Protection of the footway using appropriate bollards.• Resurfacing the forecourt to enhance the appearance of the parade.

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">• 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)

Consultation on the proposals has taken place with the following stakeholders:

- Local Councillors

- Emergency Services (Police, West Yorkshire Fire and Ambulances Services)
- West Yorkshire Combined Authority
- Local Residents and businesses
- Various Leeds City Council internal sections

The Local Ward Members support the proposals

- **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)

Scheme features:

Positive Impact:

- The scheme will segregate the pedestrians from vehicular traffic, providing a benefit for those with mobility issues, visually impaired, carers supporting wheelchairs and pushchairs by making the parade a more attractive option for local residents.
- The scheme will provide a disabled parking bay and improve access for people with disabilities to cross Boggart Hill Drive.
- There will be an increase in off carriageway parking which will improve the visibility for through traffic and pedestrians.

Negative Impact:

- The hardening of grass verge will remove some natural drainage and therefore efforts must be undertaken to prevent standing water on the new laybys.

- **Actions**

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

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)	

6. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening		
Name	Job title	Date
Nick Hunt	Traffic Engineering Manager	31/03/2019

7. Publishing	
This screening document will act as evidence that due regard to equality and diversity has been given. If you are not carrying out an independent impact assessment the screening document will need to be published.	
Please send a copy to the Equality Team for publishing	
Date screening completed	31/10/2019
Date sent to Equality Team	
Date published (To be completed by the Equality Team)	