

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

**Date: 14 July 2020**

**Subject: Local Transport Plan Integrated Programme Bus Hotspots Schemes – North West Leeds Traffic Regulation Order**

**Capital Scheme Number: 33302**

Are specific electoral wards affected? If yes, name(s) of ward(s): Guiseley & Rawdon, Otley & Yeadon	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Has consultation been carried out?	<input type="checkbox"/> Yes <input checked="" 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 checked="" type="checkbox"/> Yes <input 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. Main issues**

- This report seeks permission to progress the design and implementation of a Bus Hotspot scheme which is to be funded from Local Transport Plan funding.
- The highlighted scheme was identified at the Bus Operations and Infrastructure Group which is a regular meeting between bus operators and Leeds Council departments in Highways & Transportation.
- This report seeks approval to introduce a Traffic Regulation Order at various points in the Guiseley & Rawdon and Otley & Yeadon wards to improve traffic flow in areas identified by bus companies as being detrimental to the efficiency of their services.

**2. Best Council Plan Implications**

- Outcome: Move around a well-planned city easily. Amending or providing parking restrictions to reduce bus delay will enable buses to move more efficiently around the city.

- Sustainable Infrastructure: Improving transport connections, safety, reliability and affordability. Amending or providing parking restrictions to reduce bus delay will enable buses to move more safely, reliably around the city and improve connections.
- Sustainable Infrastructure: Improving air quality, reducing pollution and noise. Amending or providing parking restrictions to reduce bus delay will encourage greater bus use.
- Priority: Health and wellbeing - Supporting healthy, physically active lifestyles. Reducing health inequalities and improving the health of the poorest the fastest. Percentage of physically active adults. Improving bus efficiency benefits bus users, particularly the poorest who do not have access to a car.

### **3. Resource Implications**

- Proposed installation work at the total capital cost of £15,000, broken down as £9,000 staff fees, £2,000 legal fees and £4,000 works costs.

### **Recommendations**

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

- i) note the contents of this Report;
- ii) subject to consultations with local ward members, approve the proposed detailed design, consultation and subsequent installation of a Traffic Regulation Order, subject to no valid objections, at various points in the Guiseley & Rawdon and Otley & Yeadon wards as described within paragraph 3.4;
- iii) request the City Solicitor to advertise a draft traffic regulation order to introduce a package of parking restrictions as shown on drawings TE-00-521-TRO 1 to 5 and if no valid objections are received, to make and seal the order as advertised; and
- iv) give authority to spend £15,000 on this capital scheme, to be funded by the LTP Transport Policy Capital Programme (100% Government grant funding).

## **1 Purpose of this report**

- 1.1 To seek approval for the development, design and implementation of on highway restrictions that will manage on street parking at locations where it is known to impact and delay bus services in at the locations detailed within this report.
- 1.2 To seek approval for the funding to enable the design and installation work of the scheme which is to be funded from the Local Transport Plan Integrated allocation.

## 2 Background information

- 2.1 The highlighted scheme was identified at the Bus Operations and Infrastructure Group which is a regular meeting between Bus operators and Leeds Council departments in Highways & Transportation.
- 2.2 The scheme identified aims to amend kerb side parking restrictions on various roads in Guiseley & Rawdon and Otley & Yeadon wards to reduce bus delay and improve reliability. There has been significant investment to improve bus efficiency with new bus lanes and traffic signal infrastructure. This scheme will complement previous investments and build on the benefits for buses.
- 2.3 Joint on site observation have been carried out between Leeds City Council Highways Officers and representatives from the bus operators to identify what improvements can be made that will manage the problematic parking and reduce bus delay at points in North West Leeds.

## 3 Main issues

- 3.1 This report seeks permission to progress the design and implementation of the Bus Hotspot Traffic Regulation Order to reduce bus delay, which is to be funded from Local Transport Plan funding.
- 3.2 This report seeks approval to amend or implement new parking restrictions at varying points in North West Leeds to reduce bus delay and improve reliability, which will encourage greater bus use.
- 3.3 Funding: Expenditure of £15,000, to be funded by the LTP Transport Policy Capital Programme (100% Government grant funding)
- 3.4 The highlighted scheme was identified at the Bus Operations and Infrastructure Group which is a regular meeting between bus operators and Leeds Council departments in Highways & Transportation.

Site Location	Information and Justification	Associated Drawing
A658 Harrogate Road, Rawdon	TRO to provide an extension to the existing no waiting at any time to facilitate easier bus movements away from the bus stop, particularly at busier school opening and closing times.	TE-00-521-TRO-1
High Street, Yeadon	TRO to provide lengths of 'no waiting at any time', 'no waiting Monday to Saturday 8am – 6pm' and time limited waiting '4 hours, no return within 2 hours, 8am – 6pm (all days)' at varying points along the length between A658 Harrogate Road and Harper Lane, to better regulate parking practices and facilitate smoother traffic flow along the length, which will benefit buses by improving efficiency and	TE-00-521-TRO-2

	the ability for buses to alight and board against the kerb side. Bus stop clearways will also be provided through the notice method.	
Harper Lane, Yeadon	TRO to provide lengths of 'no waiting at any time' within the bus layover area by the Morrison's superstore. Private vehicle parking regularly takes place within the layover area, restricting accessibility for the bus services. The provision of the 'no waiting at any time' and a bus stop clearway marking (via the notice method) will allow buses easier access as is appropriate within the bus layover area.	TE-00-521-TRO-3
Kirk Lane/ Walkers Row, Yeadon	TRO to provide lengths of 'no waiting at any time' at the junction of Kirk Lane with Walkers Row, Yeadon. Parking at this junction has been highlighted as being detrimental to bus service efficiency, as the buses cannot make this turn easily. The provision of the no waiting at any time will create a clear area for the buses to be able to undertake the required manoeuvre.	TE-00-521-TRO-4
A65 Otley Road, Guiseley	TRO to provide a length of 'no waiting at any time' opposite the former car garage, against the existing bus stop clearway. This area has been highlighted by bus companies as being difficult for two vehicles to pass one another, particularly during peak times, due to the proximity of the parked vehicles on each side of the carriageway. The provision of these measures will create a greater clear space, allowing vehicles to pass more easily and therefore improve bus efficiency.	TE-00-521-TRO-5

## 4 Corporate Considerations

### 4.1 Consultation and Engagement

4.1.1 The highlighted scheme was identified and consulted on at the Bus Operations and Infrastructure Group which is a regular meeting between bus operators and Leeds Council departments in Highways & Transportation.

4.1.2 A bus site visit was undertaken with LCC highways department and bus operators to identify what amendments to car parking could reduce bus delays at various points in North West Leeds.

4.1.3 A full consultation exercise will be undertaken with Ward Members, Emergency Services and West Yorkshire Combined Authority, prior to the scheme progressing to legal advertisement. Any responses received will be duly considered and any

alterations incorporated where appropriate to do so. Any major changes, or objections to the scheme will be reported to the Chief Officer in a further report.

- 4.1.4 Residents or businesses directly affected by the proposals will be consulted prior to the scheme progressing to legal advertisement. Any responses received will be duly considered and any alterations incorporated where appropriate to do so. Any major changes, or unresolved objections will be reported to the Chief Officer in a further report.

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

- 4.2.1 A full Equality, Diversity/ Cohesion and Integration Screening (Appendix A) has been carried out on the proposals and has determined that an impact assessment is not required for the approvals requested. The screening process identified the following impacts:

Positive impacts:

- By removing obstructive kerbside parking in the vicinity of bus stops, it will increase accessibility to public transport and allow buses to alight and board passengers from the footway. This reduces the need for pedestrians to step into the live carriageway and will benefit the elderly and those with sight and mobility issues, due to not having to step down from the kerb and then up to the bus.
- By removing on-street parking at certain points and better regulating parking along lengths of carriageway, the free flow of traffic is improved, therefore making bus services more reliable. A more reliable bus service will encourage uptake from private vehicles, reducing congestion at points in the city, as well as pollution, benefitting all road users and pedestrians alike.
- Reduced bus journey times particularly benefit poorer residents, as they are statistically more likely to be bus users. A third of Leeds households do not have access to a private car. Improving bus services will improve equality of accessibility.

Negative impacts:

- The introduction of parking restrictions will result in some displacement of parking to new locations and subsequent issues may arise as a result.

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

- 4.3.1 Best Council Plan Implications:

- Outcome: Move around a well-planned city easily. Increasing bus service reliability and speed improves the ability of bus users to move around.
- Outcome: Enjoy happy, healthy, active lives. Increasing the reliability of bus services would be positive for bus users and potential bus users.

- Sustainable Infrastructure: Improving transport connections, safety, reliability and affordability. Increasing the reliability of bus services would be positive for bus users and potential bus users.
- Sustainable Infrastructure: Improving air quality, reducing pollution and noise. Increasing the reliability of bus services is positive as it encourages mode shift from cars to buses.
- Priority: Health and wellbeing - Supporting healthy, physically active lifestyles. Reducing health inequalities and improving the health of the poorest the fastest. Percentage of physically active adults. Increasing the reliability of bus services is positive as it encourages active lifestyles, particularly for those without access to a car.

4.3.2 Climate Emergency: Increasing the reliability and accessibility of bus services is positive as it encourages mode shift from cars to buses.

4.3.3 West Yorkshire Transport Strategy 2040: The schemes contribute to the target of 25% more trips bus by 2027 and the objective of a more reliable, less congested, better connected transport network.

4.3.4 The Leeds Integrated Programme as presented directly supports the aspirations of the Leeds Transport Vision, namely;

- *Prosperous Leeds - A transport system for Leeds that facilitates a prosperous, sustainable economy for the City, the City Region, the North, cementing our long-term economic competitiveness both nationally and internationally.*
- *Liveable Leeds - A transport system which helps Leeds to be a great place to live and work for everyone.*
- *Healthy Leeds - A transport system that has a positive effect on people's health and wellbeing and raises health standards across the city through the promotion of walking and cycling and the reduction of air pollution.*
- *Sustainable Leeds - A transport system that does not harm the environment and will specifically reduce the impacts of air and noise pollution, greenhouse gas emissions and energy consumption.*

4.3.5 Environment Policy: The scheme will be undertaken in accordance with the principles of the Council's Environmental Policy.

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

4.4.1 The £15,000 costs of this bus hotspot scheme will be funded from the Local Transport Plan Sustainable and active travel allocation. Consultation will take place with stakeholders including the relevant LCC internal departments to ensure value for money. The costs will be broken down as £9,000 staff fees, £2,000 legal fees and £4,000 works costs.

Funding Approval :	Capital Section Reference Number :-		33302				
Previous total Authority to Spend on this scheme	TOTAL	TO MARCH	FORECAST				
	£000's	2020 £000's	2019/20 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's	2023 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	0.0						
FURN & EQPT (5)	0.0						
DESIGN FEES (6)	0.0						
OTHER COSTS (7)	0.0						
<b>TOTALS</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
Authority to Spend required for this Approval	TOTAL	TO MARCH	FORECAST				
	£000's	2020 £000's	2019/20 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's	2023 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	4.0			4.0			
FURN & EQPT (5)	0.0						
DESIGN FEES (6)	9.0			9.0			
OTHER COSTS (7)	2.0			2.0			
<b>TOTALS</b>	<b>15.0</b>	<b>0.0</b>	<b>0.0</b>	<b>15.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
Total overall Funding (As per latest Capital Programme)	TOTAL	TO MARCH	FORECAST				
	£000's	2020 £000's	2019/20 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's	2023 on £000's
LTP Government Grant	15.0			15.0			
Total Funding	15.0	0.0	0.0	15.0	0.0	0.0	0.0
<b>Balance / Shortfall =</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

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

4.5.1 There are no significant legal implications arising from the proposed work. All work will lie within the framework of highways legislation and national and local standards for design where applicable. All other relevant legislation will also be taken into consideration, including environmental legislation, and the duties under the Equalities Act.

#### 4.6 Risk Management

4.6.1 Risks will be minimised by consultation with stakeholders including the relevant LCC internal departments.

4.6.2 Due to the ongoing national Covid-19 situation, there is a risk that during a prolonged period of lockdown that contractors may cease operation or that specific highway works will be suspended, which could impact on the delivery of the 2020/21 Traffic Management Capital Programme.

#### 5 Conclusions

5.1 The proposed scheme addresses known locations where existing on street parking impacts of bus services and reliability within the Guiseley & Rawdon and Otley & Yeadon wards. Implementing these proposals will have a subsequent benefit for

these services as they progress into Leeds and in turn encourage sustainable modal shift from cars to buses which will reduce pollution.

## **6 Recommendations**

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

- i) note the contents of this Report;
- ii) subject to consultations with local ward members, approve the proposed detailed design, consultation and subsequent installation of a Traffic Regulation Order, subject to no valid objections, at various points in the Guiseley & Rawdon and Otley & Yeadon wards as described within paragraph 3.4;
- iii) request the City Solicitor to advertise a draft traffic regulation order to introduce a package of parking restrictions as shown on drawings TE-00-521-TRO 1 to 5 and if no valid objections are received, to make and seal the order as advertised; and
- iv) give authority to spend £15,000 on this capital scheme, to be funded by the LTP Transport Policy Capital Programme (100% Government grant funding).

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

7.1 None.

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<sup>1</sup> The background documents listed in this section are available to download from the council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

# Appendix A 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 Engineering</b>
<b>Lead person: Jonathan Waters</b>	<b>Contact number: 0113 3787492</b>

<b>1. Title: North West Leeds Bus Hot Spot TRO</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>Provision of Traffic Regulation Order</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 introduce a Traffic Regulation Order on a number of streets in North West Leeds, to improve accessibility to bus stops for bus services, as well as improving free flow of traffic at certain points, improving bus service reliability.

<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.
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<p>The following questions will help you to identify how relevant your proposals are.</p> <p>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.</p>		
Questions	Yes	No
Is there an existing or likely differential impact for the different equality characteristics?	X	
Have there been or likely to be any public concerns about the policy or proposal?	X	
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?		X
Could the proposal affect our workforce or employment practices?		X
Does the proposal involve or will it have an impact on <ul style="list-style-type: none"> <li>• Eliminating unlawful discrimination, victimisation and harassment</li> <li>• Advancing equality of opportunity</li> <li>• Fostering good relations</li> </ul>		X

If you have answered **no** to the questions above please complete **sections 6 and 7**

If you have answered **yes** to any of the above and;

- Believe you have already considered the impact on equality, diversity, cohesion and integration within your proposal please go to **section 4**.
- Are not already considering the impact on equality, diversity, cohesion and integration within your proposal please go to **section 5**.

<p><b>4. Considering the impact on equality, diversity, cohesion and integration</b></p>
<p>If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration you have carried out an impact assessment.</p> <p>Please provide specific details for all three areas below (use the prompts for guidance).</p> <ul style="list-style-type: none"> <li>• <b>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)</b></li> </ul> <p>Consultation will take place with Ward Members, the Emergency Services and West Yorkshire Combined Authority. 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 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)</b></p>

Positive impacts:

- By removing obstructive kerbside parking in the vicinity of bus stops, it will increase accessibility to public transport and allow buses to alight and board passengers from the footway. This reduces the need for pedestrians to step into the live carriageway and will benefit the elderly and those with sight and mobility issues, due to not having to step down from the kerb and then up to the bus.

- By removing on-street parking at certain points and better regulating parking along lengths of carriageway, the free flow of traffic is improved, therefore making bus services more reliable. A more reliable bus service will encourage uptake from private vehicles, reducing congestion at points in the city, as well as pollution, benefiting all road users and pedestrians alike.

- Reduced bus journey times particularly benefit poorer residents, as they are statistically more likely to be bus users. A third of Leeds households do not have access to a private car. Improving bus services will improve equality of accessibility.

Negative impacts:

- The introduction of parking restrictions will result in some displacement of parking to new locations and subsequent issues may arise as a result.

• **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

<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 Borrás	Principal Engineer	23/4/2020
<b>Date screening completed</b>		23/4/2020

<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: