

**Report to the Chief Officer of Highways and Transportation**

**Date: 28 July 2020**

**Subject: Design & Cost Report for Proposed Highway Works Associated with Residential Development at the site of the former Woodside Quarry, Clayton Wood Road, West Park, Leeds 16 – Planning Application No: 14/06918/OT**

**Capital Scheme Number : 33007**

Are specific electoral wards affected? If yes, name(s) of ward(s): Horsforth, Kirkstall, Weetwood	<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. Outline planning permission 14/06918/OT was granted on 22<sup>nd</sup> September 2016 for circa 335 residential units and 149 sq m of ancillary retail (Class A1) with all matters reserved except for means of access to the site at the former Woodside Quarry, Clayton Wood Road, West Park Leeds 16.
2. A reserved matters planning application (18/06076/RM) has since been submitted, being granted planning permission on 17<sup>th</sup> January 2020. This removes the retail element of the outline approval and increases the number of residential units to 347. This application does not affect the access proposals.
3. The proposed highway works are detailed in section 3.1 and are shown on drawing number 733007-LCC-HWT-XX-DR-CH-01\_01 General Arrangement, dated March 2020. The works comprise a new signal controlled junction on the A6120 Ring Road, West Park, to form the site access by realigning Clayton Wood Road such that it is directly opposite Fillingfir Drive, with associated widening of the Ring Road along the site frontage to accommodate the necessary carriageway lanes and footway/ shared use cycleway, relocated bus stops, and TROs along Fillingir Drive.
4. There is land to be dedicated as highway for these works; the extent of the land within the development site to be dedicated is shown on drawing number 733007-LCC-HWT-XX-DR-CH-MI\_18a Land Dedication Plan.

5. To meet the requirements of the planning permission, the Developer seeks to enter into a Section 278 Agreement (Highways Act 1980) to enable the highways works to be carried out. The works are to be carried out by the Council, fully funded by the developer.

### **Best Council Plan Implications**

6. These works will contribute to the Best Council Plan, by enabling safe pedestrian, cycle and vehicle access, in conjunction with pedestrian and cycle crossing facilities at the new junction to the site on the A6120 Outer Ring Road, thereby improving safety and the quality of life for the people of Leeds.

### **Resource Implications**

7. The developer will meet the Council's costs for the works to be carried out under the agreement. These are estimated to be £2,933,400, comprising £2,462,400 works costs and £471,000 fees (including TRO costs).

### **Recommendations**

8. The Chief Officer, Highways & Transportation is requested to:
  - i) Note the principles of the highway works as detailed in section 3.1 and shown on drawing 733007-LCC-HWT-XX-DR-CH-01\_01 General Arrangement.
  - ii) Give authority to incur expenditure of £2,462,400 works costs and £471,000 fees, to be fully funded by the developer through the Section 278 Agreement.
  - iii) Approve the adoption of new highway construction on land hatched red on drawing 733007-LCC-HWT-XX-DR-CH-MI\_18a Land Dedication Plan, so that it can be added to the Council's maintenance regime.
  - iv) Give authority to display a notice under S23 of the Road Traffic Regulation Act 1984 in order to inform the public of the proposed pedestrian and toucan crossings.
  - v) Approve with reference to the powers contained in Section 66(4) of the Highways Act 1980, that the relevant lengths of footway shown on drawing 733007-LCC-HWT-XX-DR-CH-01\_01 General Arrangement as proposed cycle tracks are removed, and that following the removal of the footway, cycle tracks as shown on drawing 733007-LCC-HWT-XX-DR-CH-01\_01 General Arrangement are constructed under the powers contained under the provisions of section 65(1) of the Highways Act 1980 for shared joint use by pedal cyclists and pedestrians.
  - vi) Request the City Solicitor to:
    - advertise a draft Traffic Regulation Order to facilitate the necessary waiting restrictions, 20mph and prohibited U-turns as shown on drawing 733007/LCC/HWT/XX/DR/CH/MI\_14\_TRO, dated May 2020, and, if no valid objections are received, to make, seal and implement the orders as advertised
  - vii) Give authority to carry out the detailed design, tender and implementation of the works as set out in Section 3, at the developer's expense.
  - viii) Give authority to negotiate the terms of and enter into agreements with the developer under the provisions of Section 278 of the Highways Act 1980.

## **1. Purpose of this report**

- 1.1 To note the principle of the implementation of highway works associated with the approved residential development at Woodside Quarry, Clayton Wood Road, West Park, Leeds, LS16 (planning ref. 14/06918/OT).
- 1.2 To gain authority to adopt the land hatched red on drawing 733007-LCC-HWT-XX-DR-CH-MI\_18a Land Dedication Plan.
- 1.3 To gain authority to display a notice under S23 of the Road Traffic Regulation Act 1984 for the pedestrian and toucan crossings.
- 1.4 To give authority to incur expenditure associated with the implementation of the highways works for the development
- 1.5 To gain authority to negotiate the terms of and enter into an Agreement under the provisions of Section 278 of the Highways Act 1980, whereby the highway works are designed and constructed by the Council, at the developer's expense.
- 1.6 To request the City Solicitor to advertise a draft Traffic Regulation Order, and, if no valid objections are received, to make, seal and implement the orders.

## **2. Background information**

- 2.1 Planning permission was granted for a residential development of 347 dwellings at Woodside Quarry, Clayton Wood Road, West Park, LS16 (planning reference 14/06918/OT & 18/06076/RM). The associated highways works comprise a new signal controlled junction on the A6120 Ring Road, West Park, to form the site access by realigning Clayton Wood Road to be directly opposite Fillingfir Drive, with associated widening of the Ring Road along the site frontage. These works can be seen on drawing 733007-LCC-HWT-XX-DR-CH-01\_01 General Arrangement and are detailed in section 3.1.
- 2.2 Construction of the new junction is required prior to commencement of development within the main quarry site.
- 2.3 To improve cycle connectivity, an off road cycle route, in the form of a shared use cycle track, will run through the site from a new junction with Silk Mill Way to the new Ring Road junction. This will connect with the Orbital Cycle Route being developed along the Ring Road.
- 2.4 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 allow the highway works to be carried out.
- 2.5 In addition, the S106 secures contributions from the developer of:
  - £60,000 for bus stops within the site
  - £25,000 for car club membership for residents
  - £10,000 for cycle lockers at Horsforth Station
  - £4,075 Travel Plan review fee
  - £251,075 for Travel Plan measures

Along with an obligation to fund a shuttle bus to Horsforth Station (peak) and Holt Park Centre (off-peak) for a period of ten years, implementation of the Travel Plan and reservation of land within the site for a rail halt and associated car park

2.6 Clayton Wood Road as existing is used for parking associated with employment sites in the adjacent industrial estate. There are concerns that the use and realignment of the road for the development access road will cause additional overspill parking on Fillingfir Drive, to the south of the Ring Road. The proposed works therefore include additional TROs on Fillingfir Drive to address the overspill parking issues.

### 3. Main issues

3.1 The development at Woodside Quarry, Clayton Wood Road, West Park requires the following highways works:

- A new signal controlled junction on the A6120 Ring Road, West Park. The existing alignment of Clayton Wood Road will be closed off and it will be relocated to form the site access. The new junction will be directly opposite Fillingfir Drive which will also be incorporated into the junction design.
- Formation of new carriageway on the Ring Road to accommodate the additional vehicle lanes resulting from the junction design.
- A 3m wide, pedestrian/cycle shared use cycle track along the eastern side of the access road (which will ultimately continue through the development site to Silk Mil Way).
- A 3m wide, pedestrian/cycle shared use cycle track along the western side of the access road from the Ring Road junction up to the first internal junction within the new development.
- A 3m wide, pedestrian/cycle shared use cycle track along the Ring Road frontage to both sides of the new junction. To the west this will connect to the proposed Toucan crossing facilities.
- A 3m wide shared pedestrian/cycle footway on the opposite side of the Ring Road from its junction with Fillingfir Drive to the western extent of the relocated bus bay.
- Relocation of the existing bus stop on the southern side of the Ring Road to the west of Fillingfir Drive.
- Traffic Regulation Orders to introduce prohibited U-turns and double yellow lines indicating No Waiting At Any Time on the site access road and No Waiting At Any Time/No Waiting on parts of Fillingfir Drive from its junction with the Ring Road to its junction with Latchmere Drive, shown on Drawing 733007/LCC/HWT/XX/DR/CH/MI\_14\_TRO, dated May 2020, to address issues of potential displaced parking from the existing section of Clayton Wood Road which is to be closed.
- The formation of a new area of highway verge to the east of the site access road, including over part of the old alignment of Clayton Wood Road, with trees to be planted.
- All associated civils works, including (inter alia) reconstruction, tie-ins, resurfacing, lighting, signing, drainage and lining works etc.
- Any associated statutory undertakers' works resulting from the works



- 3.2 The proposed works are shown in principle on drawing 733007-LCC-HWT-XX-DR-CH-01\_01 General Arrangement, with proposed Traffic Regulation Orders as shown on drawing 733007/LCC/HWT/XX/DR/CH/MI\_14\_TRO, dated May 2020.
- 3.3 There is land to be dedicated as highway for these works; the extent of the land within the development site to be dedicated is shown on drawing number 733007-LCC-HWT-XX-DR-CH-MI\_18a Land Dedication Plan. The land is within the developer's ownership and they are agreeable to the Council adopting the land as highway.
- 3.4 Notices under S23 of the Road Traffic Regulation Act 1984 for the pedestrian and toucan crossings are required.
- 3.5 Stage 1 and 2 Road Safety Audits has been carried out, with amendments made as appropriate through the detailed design.
- 3.6 The works require a number of trees to be removed; these will be replaced at a ration of 3:1 in line with LCC policy, with similartree types to those lost and as many as possible sited within the new highway verge area or in existing gaps on nearby highway verge, and the remainder provided within the site.
- 3.7 It is proposed that the developer will enter a Section 278 Agreement with the Council, whereby the associated highway works are carried out by Leeds City Council, fully funded by the developer.
- 3.8 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.
- 3.9 The S278 agreements will include commuted sums for future maintenance.

#### **4. Corporate considerations**

##### **4.1 Consultation and engagement**

- 4.1.1 Ward Members: Ward Members were consulted by email on 9<sup>th</sup> April 2020; the only response was regarding the certainty of proposed TROs for Fillingfer Drive. A response was provided.
- 4.1.2 Emergency Services and the West Yorkshire Combined Authority (WYCA): The Emergency Services and WYCA were also consulted by email on 18<sup>th</sup> April 2019 and no comments were received.
- 4.1.3 Internal colleagues in Highways and Transportation have been consulted both as part of the planning process and on the specifics of this report; the responses received are being taken into account at detailed design.

##### **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”. As part of the design and construction process further equality screenings and impact assessments will be undertaken as required.
- 4.2.2 The proposals will ultimately contribute to improved accessibility to the site and the wider area for pedestrians and cyclists, via widened shared use cycle tracks and signal-controlled crossing facilities; the works will be designed to accommodate the needs of all users, including people with disabilities. The development will provide secure cycle storage for dwellings, fund a shuttle bus to the local train stations/centre and travel plan measures will be implemented through the Travel Plan to support safe and sustainable travel.

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

- 4.3.1 The proposed highway works, which support the development, accord with the Core Strategy for Leeds, the West Yorkshire Transport Strategy, and other policies; they will provide a safe means of access to and from the development, for all users of the highway.

#### Climate Emergency

- 4.3.2 The proposed works will provide infrastructure to accommodate and improve pedestrian and cycle movement to, from and through the site, and link with the orbital cycle route being developed, as well as new highway verge with tree planting. The development will provide secure cycle storage and EVC for all dwellings and fund a shuttle bus to the local train station/centre. These measures will help encourage travel by sustainable modes. Vehicle emissions are therefore minimised and trees will be replaced 3 for 1 to support carbon capture and air quality.

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

- 4.4.1 The developer will meet Leeds City Council’s costs, These are estimated to be £2,933,400, comprising £2,462,400 works costs and £471,000 fees (including TRO costs), to be fully funded through the S278 agreement.

## 4.5 Capital Funding and Cash Flow

Funding Approval :	Capital Section Reference Number :-		733007				
Previous total Authority to Spend on this scheme	TOTAL	TO MARCH	FORECAST				
	£000's	2020 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's	2023/24 £000's	2024 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	2020/21 £000's	2021/22 £000's	2022/23 £000's	2023/24 £000's	2024 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	2100.0		1400.0	700.0			
FURN & EQPT (5)	118.0		118.0	0.0			
DESIGN FEES (6)	471.0	148.0	173.0	150.0			
OTHER COSTS (7)	244.4		244.4	0.0			
<b>TOTALS</b>	<b>2933.4</b>	<b>148.0</b>	<b>1935.4</b>	<b>850.0</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	2020/21 £000's	2021/22 £000's	2022/23 £000's	2023/24 £000's	2024 on £000's
Section 278	2933.4	148.0	1935.4	850.0			
Total Funding	2933.4	148.0	1935.4	850.0	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>

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

4.6.1 The information in this report has been identified as exempt from call-in as a consequence of a regulatory decision.

## 4.7 Risk management

4.7.1 The overall cost of the highway works and staff fees are to be developer funded.

4.7.2 The works are to be completed before development in the the main quarry site can commence.

## 5. Conclusions

5.1 Outline planning permission 14/06918/OT was granted on 22<sup>nd</sup> September 2016 for circa 335 residential units and 149 sq m of ancillary retail (Class A1) with all matters reserved except for means of access to the site at the former Woodisde Quarry, Clayton Wood Road, West Park Leeds 16.

5.2 A reserved matters planning application (18/06076/RM) has since been submitted, being granted planning permission on 17<sup>th</sup> January 2020. This removes the retail element of the outline approval and increases the number of residential units to 347. This application does not affect the access proposals.

- 5.3 The proposed highway works are detailed in section 3.1 and are shown on drawing number 733007-LCC-HWT-XX-DR-CH-01\_01 General Arrangement, dated March 2020. The works comprise a new signal controlled junction on the A6120 Ring Road, West Park, to form the site access by realigning Clayton Wood Road such that it is directly opposite Filingfir Drive, with associated widening of the Ring Road along the site frontage to accommodate the necessary carriageway lanes and footway/ shared use cycleway, relocated bus stops, and TROs along Fillingir Drive.
- 5.4 There is land to be dedicated as highway for these works; the extent of the land within the development site to be dedicated is shown on drawing number 733007-LCC-HWT-XX-DR-CH-MI\_18a Land Dedication Plan.
- 5.5 To meet the requirements of the planning permission, the Developer seeks to enter into a Section 278 Agreement (Highways Act 1980) to enable the highways works to be carried out. The works are to be carried out by the Council, fully funded by the developer.

## **6. Recommendation**

6.1 The Chief Officer, Highways & Transportation, is requested to:

- i) Note the principles of the highway works as detailed in section 3.1 and shown on drawing 733007-LCC-HWT-XX-DR-CH-01\_01 General Arrangement.
- ii) Give authority to incur expenditure of £2,933,400, comprising £2,462,400 works costs and £471,000 fees, to be fully funded by the developer through the Section 278 Agreement.
- iii) Approve the adoption of new highway construction on land hatched red on drawing 733007-LCC-HWT-XX-DR-CH-MI\_18a Land Dedication Plan, so that it can be added to the Council's maintenance regime
- iv) Give authority to display a notice under S23 of the Road Traffic Regulation Act 1984 in order to inform the public of the proposed pedestrian and toucan crossings.
- v) Approve with reference to the powers contained in Section 66(4) of the Highways Act 1980, that the relevant lengths of footway shown on drawing 733007-LCC-HWT-XX-DR-CH-01\_01 General Arrangement as proposed cycle tracks are removed, and that following the removal of the footway, cycle tracks as shown on drawing 733007-LCC-HWT-XX-DR-CH-01\_01 General Arrangement are constructed under the powers contained under the provisions of section 65(1) of the Highways Act 1980 for shared joint use by pedal cyclists and pedestrians.
- vi) Request the City Solicitor to:
  - advertise a draft Traffic Regulation Order to facilitate the necessary waiting restrictions, 20mph and prohibited U-turns as shown on drawing 733007/LCC/HWT/XX/DR/CH/MI\_14\_TRO, dated May 2020, and, if no valid objections are received, to make, seal and implement the orders as advertised
- vii) Give authority to carry out the detailed design, tender and implementation of the works as set out in Section 3, at the developer's expense.
- viii) Give authority to negotiate the terms of and enter into agreements with the developer under the provisions of Section 278 of the Highways Act 1980.



## 7. **Background documents**

7.1 None

## 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 37 88091</b>
<b>Date of the equality, diversity, cohesion and integration impact assessment: 22 October 2019</b>	

<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

### **3. Summary of strategy, policy, service or function that was assessed:**

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.

A S278 agreement is entered into between developers and the Council and ensures that 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)

**4a. Strategy, policy or plan**  
 (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>	

**4b. Service, function, event**  
 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)	<input type="checkbox"/>
<b>Please provide detail:</b>	

**5. Fact finding – what do we already know**  
 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.  
 (priority should be given to equality, diversity, cohesion and integration related information)

## **Process Review**

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:

- Development type and location
- 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
- 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 for the residential development the site at the former Woodside Quarry, Clayton Wood Road, West Park Leeds 16. The proposals will contribute to improved accessibility to the site and the wider area for pedestrians and cyclists, via widened shared use cycle tracks and signal-controlled crossing facilities; the works will be designed to accommodate the needs of all users, including people with disabilities, and will improve access to Ring Road bus stops. A new shuttle bus will run through the development, running to Holt Park Shopping Centre and Horsforth Station, improving access by public transport to local services. There will be a shared use cycletrack through the site, from the new Ring Road junction to the second site access junction on Silk Mill Way, linking with the planned Orbital Cycle Route.

<p><b>Are there any gaps in equality and diversity information</b>  <b>Please provide detail:</b>          No, however to reinforce the need to consider equality impacts, an additional equality item will be added to the pro-forma. – completed 2012.</p> <p>Review operation of equality heading on proforma. – May 2017</p>
<p><b>Action required:</b>          Amendments to be made to the pro-forma.- completed 2012.</p> <p>Update team in Technical Team Meeting to ensure importance of correctly filling in proforma. – May 2017</p> <p>Procedure reviewed October 2019 – site specific considerations added</p>

<p><b>6. Wider involvement – have you involved groups of people who are most likely to be affected or interested</b></p> <p> <input checked="" type="checkbox"/> Yes           <input type="checkbox"/> No         </p> <p><b>Please provide detail:</b>          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.</p> <p><b>Action required:</b>          None</p>
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<p><b>7. Who may be affected by this activity?</b>          please tick all relevant and significant equality characteristics, stakeholders and barriers that apply to your strategy, policy, service or function</p> <p><b>Equality characteristics</b></p> <table> <tr> <td><input checked="" type="checkbox"/> Age</td> <td><input checked="" type="checkbox"/> Carers</td> <td><input checked="" type="checkbox"/> Disability</td> </tr> <tr> <td><input type="checkbox"/> Gender reassignment</td> <td><input checked="" type="checkbox"/> Race</td> <td><input checked="" type="checkbox"/> Religion or Belief</td> </tr> <tr> <td><input checked="" type="checkbox"/> Sex (male or female)</td> <td><input type="checkbox"/> Sexual orientation</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Other</td> <td></td> <td></td> </tr> </table>	<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Carers	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender reassignment	<input checked="" type="checkbox"/> Race	<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex (male or female)	<input type="checkbox"/> Sexual orientation		<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Carers	<input checked="" type="checkbox"/> Disability										
<input type="checkbox"/> Gender reassignment	<input checked="" type="checkbox"/> Race	<input checked="" type="checkbox"/> Religion or Belief										
<input checked="" type="checkbox"/> Sex (male or female)	<input type="checkbox"/> Sexual orientation											
<input type="checkbox"/> 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**

**Financial exclusion**

**Employment and training**

**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.

<b>8. Positive and negative impact</b> 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
<b>8a. Positive impact:</b>
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”.
<b>Action required:</b>

<b>8b. Negative impact:</b>
None. All designs will be of benefit to the public to meet the requirements of S278 (4)..
<b>Action required:</b>

<b>9. Will this activity promote strong and positive relationships between the groups/communities identified?</b>
<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Please provide detail:</b> Not applicable
<b>Action required:</b>

<b>10. Does this activity bring groups/communities into increased contact with each other? (e.g. in schools, neighbourhood, workplace)</b>
<input checked="" type="checkbox"/> <span style="margin-left: 200px;"><input type="checkbox"/></span>



Yes	No
<b>Please provide detail: Improving and adding to the public realm with inclusive, accessible and safe design will increase use by the public.</b>	
<b>Action required:</b>	

<b>11. Could this activity be perceived as benefiting one group at the expense of another?</b> (e.g. where your activity/decision is aimed at adults could it have an impact on children and young people)	
<input type="checkbox"/> <b>Yes</b>	<input checked="" type="checkbox"/> <b>No</b>
<b>Please provide detail:</b>	
<b>Action required:</b>	
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