

Report of: LPTIP Programme Manager
Report to: Chief Officer (Highways & Transportation)

Date: 8th September 2020

Subject: Leeds Public Transport Investment Programme (LPTIP) A61(N) – A61/A659 Junction Improvement, Harewood

Capital Scheme Number: 32771 / HAR / 000

Are specific electoral wards affected? If yes, name(s) of ward(s): Harewood	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision eligible 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

- The Harewood Junction Improvement scheme forms part of the Leeds Public Transport Investment Programme (LPTIP), and comprises amendments to the layout of the junction of the A61 Harrogate Road with Harewood Approach, including improved pedestrian facilities, new Above Ground Detection and introduction of MOVA loops.
- The proposed scheme is planned to improve bus journey times and reliability, and to reduce pedestrian waiting times.
- Approval for the expenditure of funding from LPTIP for the detail design and construction of the Harewood Junction Improvement scheme (as part of A61(N) Bus Corridor Improvements scheme) was granted at the April 2019 Executive Board.

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

- Leeds is a growing and successful city with the Best City Ambition for a Strong Economy and a Compassionate City. The proposals in this report support the priorities for 21st-Century Infrastructure and Health & Wellbeing in:
 - i. Improving transport connections, safety, reliability and affordability;

- ii. Improving air quality, reducing noise and emissions;
 - iii. Supporting healthy, physically active lifestyles.
- These support the outcomes we want for everyone in Leeds to:
 - i. Move around a well-planned city easily;
 - ii. Enjoy happy, healthy, active lives.

3. Resource Implications

- Resources are in place within Highways & Transportation to manage the delivery of this scheme. The project is being delivered by the framework delivery partner (Colas).
- The scheme is not anticipated to have significant implications for LCC resources post-construction.

Recommendations

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

- (i) Note the Executive Board approval in April 2019 to progress the Harewood Junction Improvement scheme as part of A61(N) Bus Corridor Improvements to Detailed Design and Construction;
- (ii) Approve the detailed design of the proposed Harewood junction improvement scheme;
- (iii) Request the City Solicitor to advertise draft Traffic Regulation Orders and if no valid objections are received, to make, seal and implement each Order as advertised.

1. Purpose of this report

- 1.1 To seek approval for the detailed design and implementation of the A61/A659 Harewood Junction improvement scheme as part of the A61(N) Corridor Improvement Scheme.

2 Background information

- 2.1 In June 2017 the Executive Board approved £15.3m of expenditure to progress LPTIP, including progressing the schemes making up the A61(N) Corridor.
- 2.2 In April 2019, Leeds City Council Executive Board approved the expenditure of £0.65m to be funded from the LPTIP Capital Programme for the detail design and construction of the Harewood junction as part of the A61 North Bus Priority Corridor.
- 2.3 The Outline Business Case for the A61(N) Corridor Improvement Scheme was submitted to WYCA in December 2018 and approved on the 24 April 2019.

3 Main issues

- 3.1 An essential component of the LPTIP target to contribute to doubling bus patronage is to improve the reliability and times of bus journeys. Improvements therefore need to be made on the key bus corridors coming into the city and within the city centre itself.

- 3.2 The LPTIP includes five Bus Corridor Improvements projects, each targeting a key radial route into Leeds city centre. Harewood Junction Improvements scheme forms part of the A61(N) Bus Corridor Improvements project, and targets the junction of Harrogate Road, The Avenue (A659) and Harewood Approach in Harewood village.
- 3.3 The issues affecting the Harewood area at present are as follows:
- Currently bus AVL data indicates that the journey times through Harewood can vary significantly by up to 10 minutes between peak and off-peak services. The high frequency 36 service to Harrogate runs 6 services per hour in each direction.
 - Delays are caused by traffic queuing to pass through the signalised crossroads in the middle of the village.
 - The signalised junction currently runs on MOVA but there are issues with its operation which reduce junction efficiency:
 - There is no detection on the Harewood House arm meaning it runs every cycle even when there is no demand
 - There is no comms link to the pedestrian crossing to the north or queue detectors north of the remote pedestrian crossing. Observations and interrogation on the MOVA outputs show that the gaps in the southbound queue created by the pedestrian crossing 'fool' the controller into recognising only a limited queue on this approach.
 - Parking and loading on the footways creates conflicts with moving traffic and delays buses and generates queues on the approach to the junction.
 - Larger vehicles (including buses) can struggle to pass buses waiting at the bus stop to the north of the junction creating gaps and reducing junction efficiency
 - Lining within the junction leads to occurrences of turning movements blocking straight through traffic
 - Hugely variable use of the private road access to Harewood House which forms the fourth arm of the junction
- 3.4 The extent of available options to improve bus journey times through Harewood are limited by:
- Tight highway boundaries on all approaches to and at the main signalised junction
 - Local Conservation Area and listed buildings / boundary walls to all four corners of the junction
 - Combined footway and verge widths which are not generous and don't allow for widening of the carriageway
 - The fourth arm of the junction being the private road access to Harewood House – use of this access varies considerably through the day, week and year depending on events and Harewood House opening hours
 - Demands for on-street parking from both residents and other trip generators such as the local school
 - Strategic turning movements from the A61 to the A659
- 3.5 There is no scope for dedicated bus priority in the form of bus lanes. Therefore, to reduce delays for buses in peak times, requires extra capacity at the junction and ability to detect buses as they approach and dynamically respond through signal timings as appropriate.

Scheme proposals

- 3.6 The scheme proposals will aim to address these issues by:
- Removal of 30m of on-street parking on the east arm of the junction on The Avenue to enable extension of the left turn lane. See Appendix 2.

- Change in location of the island on the southbound approach to enable the left turn to be separately signalled – this allows the pedestrian crossing on the side arm to run at the same time as the main arm straight through flows
- Alteration to the existing crossing outside Harewood C of E Primary School to reduce the width and remove the stagger creating more space between the island and bus stop
- Footway buildout outside the school and pedestrian crossing point
- Introduction of Above Ground Detection (AGD) on the Harewood Approach west arm of the junction.
- Introduction of straight across crossings on the crossroads, including kerb buildouts, and removal of the refuge
- Refresh of the signal equipment, controller and inclusion of additional MOVA loops on all approaches and within the junction.
- Additional lining within the junction to define turning and waiting areas

3.7 The scheme is anticipated to have the following benefits:

- Improved bus journey times and reliability for movements along Harrogate Road.
- Improvement in junction efficiency leading to reduction in journey times for all traffic
- Improved safety for pedestrians by reducing time spent waiting on the junction.
- Encouraging modal shift from car to public transport and other sustainable modes along the A61(N) corridor.

3.8 Traffic Modelling was conducted using a LinSig model. Key points from the results are

- The modelling shows the southbound queue in the morning approximately halving with average reduction in delay of 158 seconds per vehicle (including buses)
- Reductions in both queues and delays are also predicted in the PM peak
- Introduction of a working MOVA control system would be expected to further improve the modelled figures.

3.9 Based on existing traffic flows the scheme will still result in a junction that is over capacity in the AM and PM peak periods with associated delays and queues but the proposals will improve the operation and efficiency of the junction and will contribute to the wider operation and efficiency of the A61 bus corridor to reduce journey times and significantly improve reliability, supporting greater bus frequencies and patronage.

3.10 The northern arm of the junction has the potential to become blocked in the event of several vehicles attempting to access Harewood House. A special stage in the signal plan will trigger in the event of junction blocking and a queue, placing all other arms on red to allow uncontested movement clearing the right turn and straight ahead lane. See appendix 5 & 6.

3.11 On planned event days Harewood House has a variety of Traffic Management plans. In mid to heavy volumes alternate entrance are opened up north of this junction which will reduce the conflict of right turn movements into the estate with northbound traffic.

3.12 It is intended to progress the proposed Traffic Regulation Order (TROs for approximately 30m of new peak period no waiting or loading restrictions on The Avenue from the existing 'School – Keep Clear' yellow zigzags to existing double yellow lines at a private access ahead of the main works. This is illustrated in Appendix 3.

- 3.13 HGV movements blocking the junction have been raised as a point of concern, as this frequently occurs under the existing arrangement. Appendix 4 illustrates the swept path movements of articulated vehicles through the junction. The only movement of concern is the right turn from the southern arm into the A659. This is signalled separately from all other phases allowing the HGV to position beyond the right turn box to successfully make the movement.
- 3.14 A Stage 2 Road Safety Audit has been undertaken by Road Safety Initiatives with a Design Team response also produced. A minor change to remove the proposed 3x parking bays was made to the finalised preliminary design drawings in response. All the other issues have been responded to or form part of the detailed design.
- 3.15 The Harewood Junction Improvements scheme cost estimate is £778,550.76 comprising:
- Direct works £491,331.98
 - Utilities (20%) £0.00
 - Prelims (50%) £94,870.41 (19.3% direct works)
 - Fees & overheads (staff costs) £192,348.37
- 3.16 Construction of the Harewood Junction Improvements scheme is programmed to be delivered between October and December 2020, with the programme to be agreed with the council's delivery partner as part of the process of scheduling all works within the LPTIP Bus Corridor Improvement package.

4 Corporate considerations

4.1 Consultation and engagement

- 4.1.1 Phase 1 of public engagement on high level concepts for the A61(N) Bus Corridor improvements took place in Feb/March 2018. Consultation on the Harewood junction element (Phase 2b of the corridor programme) was conducted in February and March 2019
- 4.1.2 Feedback from Phase 2b for Harewood junction attracted 40 respondents with 72% of feedback positive. The majority of specific comments received believed the scheme would reduce congestion, be better for buses and improve safety and air quality.
- 4.1.3 Of the crossing outside the primary school, five respondents gave comment with four feeling it was a positive improvement and one negative which felt the new facility would be less safe.
- 4.1.4 Of the loss of parking on The Avenue, nine comments were received with six positive and three negative. Concerns were focused on the loss of kerbside parking required to install turning and that the scheme would cause delays for traffic.
- 4.1.5 A response from Harewood CoE Primary School was received in March 2019 with the following key points
- They do not support the loss of the six spaces on The Avenue as many of their students are dropped off by car with parents using The Avenue to park
 - Support for the footway widening and changes to the pedestrian crossing outside the school due to capacity issues on the central island and length of time to cross

- 4.1.6 In terms of the first point, the latest proposals show three new parking spaces on the A61N north of the school to help provide some additional provision for the school and other visitors to the area.
- 4.1.7 Engagement with elected Members began as part of the Leeds Transport Conversation in 2016, and has continued through the development of proposals along the A61(N) corridor. Comments were received which helped shape the approach to the second phase of consultation. The engagement with Members will continue as the scheme progresses and during any construction period.
- 4.1.8 In addition to briefing sessions at the public events (open to Elected Members prior to the public), specific meetings have been held with the local Member for Harewood Ward on 8 February and 17 July 2019. At the later meeting the proposals were broadly supported, specific points raised being:-
- Need for Real Time information units on bus stops in the village
 - Long standing problems with HGV movements through Harewood
 - Safety concerns related to the Church Lane egress onto Harrogate Road
 - Regular progress updates for Harewood Parish Council were requested.
- 4.1.9 An updated briefing was provided to the Ward Members and Parish Council on 24 July 2020. Ward Members have been invited to support the updated proposals and no written objections or comments were received. Continued updates have been provided to the Ward and Parish members on the programmed construction dates.
- 4.1.10 WYCA have confirmed that the two bus stops (N/B & S/B) in Harewood are on the priority list for Real Time information units as part of the Bus Delivery Package of LPTIP.
- 4.1.11 The preliminary designs for Harewood junction were shared with bus operators in January 2019.
- 4.1.12 Additional meetings have been held with Harewood House Estate – the Estate are supportive of any measures to improve capacity. There will continue to be an override button provided to manually release traffic from the estate after events. Signal control will be discussed as part of the event management strategy with relevant members from LCC as per current practice. There is a reluctance to accommodate any UTC equipment off the highway. They have asked to be kept informed as the scheme progresses.
- 4.1.13 A local engagement plan has been drawn up by the contracted delivery partner to keep local residents informed of planned disruption.

4.2 Equality and diversity / cohesion and integration

- 4.2.1 An EDCI screening has been undertaken for the Harewood junction improvement as part of the A61(N) corridor and was submitted to WYCA with the Outline Business Case in December 2018. The screening found that there were no issues of concern with improvements for pedestrians by reducing time exposed to traffic and the reduction in delay to buses would promote inclusivity and accessibility. This is attached as Appendix 1.

4.3 Council policies and best council plan

- 4.3.1 The anticipated benefits of using the £183.3m LPTIP to create improvements to the Leeds transport network has the potential to contribute to the vision for Leeds 2030 to be the best city in the UK, and the following best Council Priorities:
- Inclusive Growth (Supporting growth and investment helping everyone benefit from the economy to their full potential)
 - 21st Century Infrastructure (Improving transport connections, safety, reliability and affordability)
 - Child-friendly city (Supporting all children and young people to reach their potential).
- 4.3.2 The strategy also contributes to the objectives of the Local Development Framework, Leeds Core Strategy, Local Transport Plan 3, WYCA Transport Strategy, and Strategic Economic Plan.
- 4.3.3 The proposed scheme fits within the Best Council Plan strategic aims to promote sustainable and inclusive economic growth by improving the economic wellbeing of local people and businesses and the 2018/19 Best Council Plan priorities on 'Low carbon' and 'Transport and infrastructure'.

Climate Emergency

- 4.3.4 In March 2019 the Council declared a Climate Emergency with the key target of reducing carbon emissions in Leeds District. As of 2015 Transport contributes one third of the Carbon Emissions.
- 4.3.5 By delivering a reduction in bus journey times, and improved journey time reliability, the Harewood Junction Improvements scheme is expected to generate modal shift from private car to bus. This will result in a reduction in greenhouse gas emissions as journeys are transferred to less polluting modes. The impact of the localised scheme will be amplified by the corridor approach on the A61N, and citywide LPTIP schemes.
- 4.3.6 Bus operators are investing in new bus fleets, as part of the LPTIP proposals, with more efficient engines and reduced emissions. High quality interiors with improved passenger comfort and real-time information will further make bus journeys on this corridor more attractive.
- 4.3.7 The LPTIP proposals build upon the new cycle and pedestrian infrastructure in the area, again this is expected to generate modal shift from private car to cycling.
- 4.3.8 With the expected growth in the Leeds economy and tens of thousands of new houses, a good number of these to the east and north of Leeds, additional people moving capacity must be created on the city's highway network. Buses offer a cost efficient and quick means to provide this extra capacity. Well-designed bus priority schemes offer the potential for significant journey time savings and reliability improvements with minimal impact on other road users
- 4.3.9 Continued reliance on car trips at the same rates as present will only generate more congestion, more emissions and reduce air quality. Providing capacity increases for general traffic within the main urban area of Leeds is not feasible or desirable due to land, environmental and social impacts. Advances in signal technology can

maximise the efficiency of the existing network, especially when enhanced priority is provided for buses.

4.3.10 The Harewood Junction Improvements scheme as a 'stand-alone' scheme offers real improvements for users of the buses on this corridor. As part of a full LPTIP package it contributes to a step-change in the city's public transport offer and move towards the aim of a carbon neutral city by 2030.

4.4 Resources, procurement and value for money

4.4.1 The funding approvals requested in this report are to be allocated from the Leeds Public Transport Investment Programme which currently stands at £183.3m from contributions from the DfT (£173.5m), LCC (£8.8m) and WYCA (£0.97m) as previously approved by Executive Board. Further funding approvals will be required from the Combined Authority for spend from the in line with the programme assurance framework agreed with the DfT.

4.4.2 The anticipated final cost of the Harewood Junction Improvements scheme is £778,550. Composed of:

- £491,332 Direct works
- £0 Utilities
- £94,870 Prelims (19.3% of Direct Works)
- £192,348 Fees & overheads (staff costs)

4.4.3 The Harewood Junction Improvements scheme will be funded entirely via WYCA LPTIP funding. The spend profile is anticipated to all fall in both the 2019/20 & 2020/21 financial years.

4.4.4 Delivery of the scheme is to be undertaken by the Council's delivery partner appointed by competitive procurement completed in 2018.

4.4.5 The scheme is not anticipated to have significant implications for LCC resources post-construction.

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

4.5.1 This report is not eligible for call-in, as it does not require a decision to be made on the spending of LCC funds. There are no specific legal implications arising from this report.

4.6 Risk management

4.6.1 The LPTIP contributes to the progression of the Council's interim Transport Strategy and the West Yorkshire Transport Strategy. If the programme is not implemented or delayed this will adversely affect the benefits for these strategies. Given the timescales available to assemble the high-level programme, there will need to be some flexibility to adjust the programme to meet cost, programme and deliverability changes.

4.6.2 The schemes will be assured through the WYCA framework set up for the West Yorkshire Transport Fund, already approved by the Department for Transport. Progression through this assurance process in a timely manner is necessary in order to avoid delays to the overall programme delivery.

4.6.3 A Programme Board has been established to manage delivery of the Programme with Package Boards responsible for each package. Risks are actively managed through these Boards.

5 Conclusions

5.1 Leeds is a successful city and its economy continues to grow. Improving the existing transport network is an important enabler helping Leeds to be a prosperous, liveable and healthy city. Accordingly, the £173.5m funding allocated from DfT added to local funding creates an opportunity to deliver £270m of improvements to public transport in Leeds in the short to medium term. These will include a transformation of the bus network, plans for new rail stations at key employment growth locations, build some world class city centre gateways and pave the way for ambitious longer-term plans emerging through the Leeds Transport Strategy.

5.2 The proposals described in this report represent a small but important part of the LPTIP and will make a contribution to the quality of life of people living, working and visiting the city and contribute to its on-going growth and economic success.

6 Recommendations

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

- (iv) Note the Executive Board approval in April 2019 to progress the Harewood Junction Improvement scheme as part of A61(N) Bus Corridor Improvements to Detailed Design and Construction;
- (v) Approve the detailed design of the proposed Harewood junction improvement scheme;
- (vi) Request the City Solicitor to advertise draft Traffic Regulation Orders and if no valid objections are received, to make, seal and implement each Order as advertised.

7 Background documents

7.1 None

8 Appendices

8.1 Harewood Junction EDCI Screening

8.2 LPTIP_C-WSP-XXX-HAR-DR-CH-01_01.pdf – General Arrangement

8.3 LPTIP1-WSP-A61N-HWH-DR-CH-GA_200 P1.0.pdf – Existing & Proposed TROs

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: City Development	Service area: Civil Engineering Section
Lead person: Robert Mason	Contact number: 0113 378 4796

1. Title: LPTIP: A61N Bus Corridor Improvements (Harewood Junction)
Is this a: <input type="checkbox"/> Strategy / Policy <input type="checkbox"/> Service / Function <input checked="" type="checkbox"/> Other
If other, please specify Highways and Transportation scheme as part of the Leeds Public Transport Investment Programme (LPTIP).

2. Please provide a brief description of what you are screening
Leeds City Council (LCC) and the West Yorkshire Combined Authority (WYCA) are developing a Bus Corridor Improvements Scheme, along the A61 from Alwoodley Gates to the City Centre, with minor improvements in Harewood at the junction of the A61 and A659 to improve the junction for all users.

3. Relevance to equality, diversity, cohesion and integration
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All the council's strategies/policies, services/functions affect service users, employees or the wider community – city wide or more local. These will also have a greater/lesser relevance to equality, diversity, cohesion and integration.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation. Also those areas that impact on or relate to equality: tackling poverty and improving health and well-being.

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

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

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

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

4. Considering the impact on equality, diversity, cohesion and integration

If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration you have carried out an impact assessment.

Please provide specific details for all three areas below (use the prompts for guidance).

- **How have you considered equality, diversity, cohesion and integration?** (**think about** the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected).

The proposals are not designed with the intent to negatively impact on any travellers through the junction. The upgrade is designed to improve junction efficiency and provide improved crossing facilities for non-motorised users.

The proposed scheme improvements were advertised in two rounds of public consultation in Spring 2018 and Autumn 2018. The plans were displayed online on the Connecting Leeds consultation page with an extensive advertising campaign to direct people towards these locations. This included posters at bus stops in the near vicinity of the scheme,

posters on board buses passing through the area, flyers sent to local business and residents, engagement with the local ward members and parish council and consultation with the Leeds Cycle Forum.

- **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)

The scheme should positively impact on journey times for private and public motorised vehicles moving through the junction by providing more efficient signals. For non-motorised users the crossing facilities are being improved to enable direct crossing by the removal of refuge islands and reducing the distance travelled in the carriageway.

The potential dis-benefits to the scheme are if successful, the junction improvements will reduce queue times through the junction and thus may become a more desirable route attracting more users.

- **Actions**

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

The highway works for the scheme, and their impact on equality characteristics, are as follows:

- Improvements to signalling at the junction will improve bus reliability through Harewood which should encourage access and contact between communities and therefore promote strong and positive relationships and promote sustainable travel;
- Upgrades to existing pedestrian crossings will improve the environment for non-motorised users by reducing the time spent interacting with traffic. This will have a positive impact on the elderly, those with physical impairments, and carers supporting wheel chairs/pushchairs;

In summary, the proposed measures will encourage sustainable travel, and will particularly benefit those groups with higher bus patronage, such as women, disabled people, young people and the elderly. These benefits will come in the form of both reduced bus journey times and improved reliability.

Improvements to existing pedestrian will improve safety and accessibility, and will encourage active and sustainable travel.

5. If you are *not* already considering the impact on equality, diversity, cohesion and integration you *will need to carry out an impact assessment*.

Date to scope and plan your impact assessment:	N/A
Date to complete your impact assessment	N/A
Lead person for your impact assessment (Include name and job title)	N/A

6. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening		
Name	Job title	Date
John White	Leeds Public Transport improvement Programme Manager	Jan 2020
Date screening completed		Jan 2020

7. Publishing	
<p>Though all key decisions are required to give due regard to equality the council only publishes those related to Executive Board, Full Council, Key Delegated Decisions or a Significant Operational Decision.</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"> • Governance Services will publish those relating to Executive Board and Full Council. • The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions. • A copy of all other equality screenings that are not to be published should be sent to equalityteam@leeds.gov.uk for record. <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 Governance Services	Date sent: N/A
For Delegated Decisions or Significant Operational Decisions – sent to appropriate Directorate	Date sent: N/A
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: N/A