

## Report of Transport Development Services and Highway Projects

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

Date: 06 April 2021

**Subject: SECTION 278 AGREEMENT - PROPOSED HIGHWAY WORKS ASSOCIATED WITH DEVELOPMENT ON LAND SOUTH OF GARFORTH, A63 SELBY ROAD, GARFORTH, LEEDS**

**Capital Scheme Number: 33298**

Are specific electoral wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, name(s) of ward(s): Garforth & Swillington		
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?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, access to information procedure rule number:		
Appendix number:		

## Summary

### 1. Main issues

- 1 As a result of planning permission being granted (App.No.17/05759/OT) for a residential development of up to 290 dwellings on land south of Garforth, A63 Selby Road, site access works are required. A location plan is provided at **Appendix 2** of this report.
- 2 The works consist of a ghost island on the A63 Selby Road and a new priority junction. The highway works are described in detail under Section 3.3 below.
- 3 To meet the requirements of the planning permission and complete housing on the site the developer seeks 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 City Council, fully funded by the developer.
- 4 This report seeks authority to negotiate terms and enter a s.278 agreement for the highway works associated with the access works.

## 2. Best Council Plan implications (see the [latest version of the Best Council Plan](#))

- The Best City ambition is to improve life for the people of Leeds and make our city a better place. The planned highway works will contribute to this ambition by maintaining and improving the safety of Leeds residents and enabling safe pedestrian, cycle and vehicular access in the local community.

## 3. Resource implications

- The developer will meet the Council's costs for the works to be carried out under the standard agreement, estimated to be £723,768, comprising £622,497 works & statutory undertakers costs, and £101,271 staff costs, to be fully funded through the S278 agreement.

## Recommendations

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

- i) note the highway works as outlined in Section 3.1 and indicated on Drawing Number 733298-LCC-HWT-XX-DR-CH-GA\_01a, shown at **Appendix 3** of this report;
- ii) approve the adoption of new highway construction on land shaded red on drawing number S278-HD-001A so that it can be added to the Council's maintenance regime, this is shown in **Appendix 4** of this report;
- iii) give authority to negotiate the terms of and enter into an agreement with the developer under the provisions of Section 278 of the Highways Act 1980; whereby the works associated with the development are carried out by this Council at the cost of the developer;
- iv) give authority to complete the detailed design, tender and implement the works as set out in Section 3.3; and
- v) give authority to incur expenditure of £622,497 works & statutory undertakers costs and £101,271 staff costs to be fully funded by a section 278 developer contribution.

## 1. Purpose of this report

- 1.1 To note the principle of the implementation of highway works associated with the approved residential development on land south of Garforth, A63 Selby Road, Garforth (planning application reference: 17/05759/OT).
- 1.2 To obtain authority to negotiate the terms of and enter into an Agreement under the provisions of Section 278 of the Highways Act 1980, whereby the associated highway works are carried out by Leeds City Council at the expense of the developer.
- 1.3 To obtain authority to adopt the land shaded red on drawing number S278-HD-001A shown at **Appendix 4**.
- 1.4 To give authority to incur expenditure associated with the implementation of highway works associated with the development.

## **2. Background information**

- 2.1 Outline planning permission for a residential development of up to 290 dwellings including means of access was granted on 11<sup>th</sup> February 2019 following an appeal (planning application reference: 17/05759/OT). This requires off-site highway works for the new access.
- 2.2 A dwelling (36 Selby Road) is to be demolished in order to make way for the access road leading into the site.
- 2.3 The planning consent requires highway works consisting of a right turn ghost island priority with a 9.5m wide access road, two lane exit and 10.0m radii with a 2.0m footway to the west and 3.0m footway to the east extending around. A pedestrian island will be provided to the west of the ghost island with dropped kerbs and tactile paving forming an informal pedestrian crossing. Bus stop ID:45011655 is to be relocated 50 m to the east
- 2.4 The scheme will facilitate safe and efficient access to the site for all users of the highway network along with improvements to the pedestrian environment along A63 Selby Road. The highway works contribute to the Best Council Plan 2019/20 to 2020/21 and the Best City priorities for Safe, Strong Communities, Sustainable Infrastructure and a Child Friendly by enabling safe pedestrian, cycle and vehicular access and helping to reduce conflicts and traffic collisions. The highway works are shown at **Appendix 3** (Drawing Number 733298-LCC-HWT-XX-DR-CH-GA\_01a) and are detailed in Section 3.3.
- 2.5 To meet the requirements of the planning permission, the developer has requested that Leeds City Council, as Highway Authority, enters into a Section 278 Agreement to enable the highway works to be carried out.

## **3. Main issues**

- 3.1 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.
- 3.2 The proposals within this report are concerned only with the delivery of the off-site highway works, the principle of these works having been considered and accepted as part of the planning process.
- 3.3 The highway works are required to ensure that the pedestrian, cycle and traffic movements generated by the development can be safely accommodated and do not have a detrimental effect on the adjacent A63 Selby Road in terms of both road users and residents. The proposed works comprise:
  - A new ghost island priority 'T' junction onto the A63 Selby Road, located some 235m east of the roundabout junction with the A642 Wakefield Road;
  - Closure of an existing field gate access to the site and an access to an adjacent property to facilitate the main access junction;
  - New pedestrian refuge to assist the crossing of the A63 Selby Road with tactile paving either side;

- A pedestrian refuge to assist crossing the mouth of the new junction with tactile paving either side;
- The footway on Selby Road to the west of the site access is to be increased in width to 3m;
- Relocation of the westbound bus stop adjacent to the site access;
- Alterations to existing footways to accommodate the junction;
- Adoption of a new parcel of land leading into the site;
- Carriageway widening to the southern side of Selby Road;
- Any works reasonably required following safety audits of the design and construction of the highway works;
- 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; and
- Any works reasonably required following safety audits of the design and construction of the highway works.

3.4 The proposed works are shown indicatively on the attached Drawing Number 733298-LCC-HWT-XX-DR-CH-GA\_01a, shown at **Appendix 3** of this report.

3.5 The Engineering Projects section will be responsible for the detailed design and delivery of works. The developer at their own risk has paid an advanced £5,000 fee to Engineering Projects section to commence the detailed design process in advance of a S278 Agreement being signed.

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

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

3.8 There will be liaison between S38, the developer and LCC design team regarding levels and tying the proposed highway into the existing highway.

3.9 The agreement will cover the fact that the developer will remove 36 Selby Road and provide the land in an agreed state.

3.10 It is envisaged that the detailed design and procurement will be complete by Leeds City Council and the construction work will be completed by Leeds City Council.

## **4. Corporate considerations**

### **4.1 Consultation and engagement**

4.1.1 Ward Members: Members of Garforth & Swillington Ward were first consulted by e-mail with accompanying letters and plans on 12th February 2020, and subsequently again on 6<sup>th</sup> October 2020, due to the length of time since the first consultation Ward Members raised concerns regarding safety of the proposed access, both in terms of location and design, specifically regarding the proximity of the junction to

Nelson Croft, volume of traffic on Selby Road and vehicles exceeding the speed limit on Selby Road. Ward Members subsequently attended a meeting on the junction design where their concerns were discussed further. Ward Members were informed that design standards were complied with, a RSA had been carried out and no concerns have been raised by colleagues across highways. Ward Members appreciated that this was the case, and that planning permission had been granted, including for the access, but wish their objections to be recorded, whilst accepting that the highways works are to be progressed.

- 4.1.2 Emergency Services and the West Yorkshire Combined Authority (WYCA): The Emergency Services and West Yorkshire Combined Authority were also consulted by e-mail with accompanying letters and plans on 12<sup>th</sup> February 2020. At the time of writing this report, no adverse comments have been received.
- 4.1.3 Environmental Services: Environmental Services were consulted by e-mail with accompanying letters and plans on 12th February 2020. It was advised that a 'before and after' noise survey is undertaken, a fee of £1250+VAT will be required for an environmental survey.

## **4.2 Equality and diversity / cohesion and integration**

- 4.2.1 An EDCI Impact Assessment has been carried out on the Section 278 Process and is attached as Appendix 1. The assessment confirmed that individual designs put forward as part of this process, will take into account the needs of each of the equality characteristics and will aim to meet Section 278 (4), which states that "A highway authority shall not enter into an agreement under this section unless they are satisfied that it will be of benefit to the public".
- 4.2.2 The proposals will ultimately contribute to improved accessibility to/from the housing site for public transport users, cyclists and pedestrians, the works will be designed to accommodate the needs of all users, positively impacting all users of the highway network in particular, vulnerable road users such as those with mobility issues / disabilities and the elderly, young and Carers (prams and wheelchairs).

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

- 4.3.1 The Best Council Plan and Best City ambition is to improve life for the people of Leeds and make our city a better place with Inclusive Growth and Health & Wellbeing Strategies as key drivers. The provision of improvements to A63 Selby Road in the form of an informal crossing and pedestrian refuge island as well as a new vehicular access contributes to this ambition by improving the safety and quality of life of Leeds residents by enabling safe pedestrian, cycling and vehicular journeys in local communities. The improvements to the city's infrastructure will also help reduce traffic collisions and make a specific contribution to the Best Council Plan 2019/20 to 2020/21 and the Best City priorities for Safe, Strong Communities, Sustainable Infrastructure and a Child Friendly City.

### Climate Emergency

- 4.3.2 The works will provide improved infrastructure, which will accommodate pedestrian and cycle movement to and from the site and enhance access to high frequency public transport facilities adjacent to the site thereby encouraging travel by more sustainable transport modes. Additionally, the development site includes charging facilities for electric vehicles and cycle parking and also pedestrian and cycle connections from the site to the surrounding areas. A Travel Plan has been agreed

with the developer to promote the use of sustainable modes of travel. On the above basis the proposals result in minimised vehicle emissions and carbon footprint of the development.

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

- 4.4.1 The total estimated costs for this scheme are £723,768, comprising £622,497 works & statutory undertaker's costs and £101,271 staff fees, funded by the private developer via a Section 278 agreement.

<b>Funding Approval :</b>	<b>Capital Section Reference Number :-</b>		33298				
<b>Previous total Authority to Spend on this scheme</b>	<b>TOTAL</b>	<b>TO MARCH 2020</b>	<b>FORECAST</b>				
	<b>£000's</b>	<b>£000's</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024 on</b>
			<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>
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>
<b>Authority to Spend required for this Approval</b>	<b>TOTAL</b>	<b>TO MARCH 2020</b>	<b>FORECAST</b>				
	<b>£000's</b>	<b>£000's</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024 on</b>
			<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>
LAND (1)	0.0						
CONSTRUCTION (3)	622.5			600.0	22.5		
FURN & EQPT (5)	0.0						
DESIGN FEES (6)	101.3		16.3	82.5	2.5		
OTHER COSTS (7)	0.0						
<b>TOTALS</b>	<b>723.8</b>	<b>0.0</b>	<b>16.3</b>	<b>682.5</b>	<b>25.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total overall Funding (As per latest Capital Programme)</b>	<b>TOTAL</b>	<b>TO MARCH 2020</b>	<b>FORECAST</b>				
	<b>£000's</b>	<b>£000's</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024 on</b>
			<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>
Section 278	723.8		16.3	682.5	25.0		
Total Funding	723.8	0.0	16.3	682.5	25.0	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 The works are exempt from call in being a consequence of and in pursuance of a regulatory decision.
- 4.5.2 The works contained in this report are of a value greater than £500k but the impact on the Council's budget and financial risks associated with it are not of this value as the works are fully Developer funded. In addition the works may have an impact on the public at large however the scope of the works was confirmed at Planning Application stage, giving the public the opportunity to provide comment. For these reasons the works contained in this report do not constitute a key decision.

#### 4.6 Risk management

- 4.6.1 The Council's standard Section 278 agreement is to be used whereby the developer will fund the total cost of the works.

## 5. Conclusions

- 5.1 As a result of planning permission being granted for a residential development on land south of Garforth, A63 Selby Road, off-site highway works are required.
- 5.2 The works incorporate a new ghost island priority junction on the A63 Selby Road serving the new development, including two pedestrian refuge islands and the relocation of an existing bus stop. The highway works will require the adoption of a small parcel of land in order to accommodate new junction and are described in detail under Section 3.3.
- 5.3 To meet the requirements of the planning permission and complete housing on the site the Developer will need to enter a second Section 278 Agreement, whereby the access junction is carried out by the City Council at the developer's cost.
- 5.4 This report seeks authority to negotiate terms and enter such Agreement for the highway works associated with the outline planning permission, to complete the detailed design and construct the works. Such works, as detailed in Section 3.3, at an estimated cost of £723,768 (incl. design fees).

## 6. Recommendations

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

- vi) note the highway works as outlined in Section 3.1 and indicated on Drawing Number 733298-LCC-HWT-XX-DR-CH-GA\_01a, shown at **Appendix 3** of this report;
- vii) approve the adoption of new highway construction on land shaded red on drawing number S278-HD-001A so that it can be added to the Council's maintenance regime, this is shown in **Appendix 4** of this report;
- viii) give authority to negotiate the terms of and enter into an agreement with the developer under the provisions of Section 278 of the Highways Act 1980; whereby the works associated with the development are carried out by this Council at the cost of the developer;
- ix) give authority to complete the detailed design, tender and implement the works as set out in Section 3.3; and
- x) give authority to incur expenditure of £622,497 works & statutory undertakers costs and £101,271 staff costs to be fully funded by a section 278 developer contribution.

## 7. Background documents

- 7.1 None

## **8 Appendices**

- 8.1 Appendix 1– EDCI Assessment
- 8.2 Appendix 2 – Location Plan
- 8.3 Appendix 3 – General Arrangement Plan
- 8.4 Appendix 4 – Land Dedication Plan



# Appendix 1

## Equality, Diversity, Cohesion and Integration Impact Assessment



As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration. In all appropriate instances we will need to carry out an equality, diversity, cohesion and integration impact assessment.

This form:

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

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

<b>1. Title: Equality Implications of Section 278 Process</b>		
Is this a:		
<input checked="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="checked" type="checkbox"/>
The vision and themes, objectives or outcomes and the supporting guidance	<input type="checkbox"/>
A specific section within the strategy, policy or plan	<input type="checkbox"/>
<b>Please provide detail:</b>	

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

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

opportunities

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

These items are considered in terms of the protected characteristics.

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

### **Site Specific Considerations**

The proposed highway works are required to support a proposed residential development.

The highway works are required to ensure that the pedestrian and traffic movements generated by the development can be safely accommodated and do not have a detrimental effect on the adjacent A63 Selby Road in terms of both road users and residents. A pedestrian island is to be introduced to assist pedestrians across the A63 Selby Road providing access to bus stops, schools and Garforth high street. The site is located close to Garforth Academy; the secondary school is within a 10 minute walk of the site (approximately 700m walking distance).

The proposals therefore enhance safety for pedestrians and meet the needs of all users including disabled people and carers.

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

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

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

Review operation of equality heading on proforma. – May 2017

### **Action required:**

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

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

Procedure reviewed October 2019 – site specific considerations added

<b>6. Wider involvement – have you involved groups of people who are most likely to be affected or interested</b>	
<input checked="checked" type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>
<p><b>Please provide detail:</b></p> <p>The works subject to the S278 agreement have been consulted on through the Planning process which includes statutory processes for consultation.</p> <p>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></p> <p>None.</p>	

<p><b>7. Who may be affected by this activity?</b></p> <p>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 style="width: 100%;"> <tr> <td style="width: 33%; text-align: center;"><input checked="checked" type="checkbox"/> <b>Age</b></td> <td style="width: 33%; text-align: center;"><input checked="checked" type="checkbox"/> <b>Carers</b></td> <td style="width: 33%; text-align: center;"><input checked="checked" type="checkbox"/> <b>Disability</b></td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/> <b>Gender reassignment</b></td> <td style="text-align: center;"><input checked="checked" type="checkbox"/> <b>Race</b></td> <td style="text-align: center;"><input checked="checked" type="checkbox"/> <b>Religion or Belief</b></td> </tr> <tr> <td style="text-align: center;"><input checked="checked" type="checkbox"/> <b>Sex (male or female)</b></td> <td colspan="2" style="text-align: center;"><input type="checkbox"/> <b>Sexual orientation</b></td> </tr> <tr> <td colspan="3" style="text-align: center;"><input type="checkbox"/> <b>Other</b></td> </tr> </table> <p><b>(Other</b> 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)</p>			<input checked="checked" type="checkbox"/> <b>Age</b>	<input checked="checked" type="checkbox"/> <b>Carers</b>	<input checked="checked" type="checkbox"/> <b>Disability</b>	<input type="checkbox"/> <b>Gender reassignment</b>	<input checked="checked" type="checkbox"/> <b>Race</b>	<input checked="checked" type="checkbox"/> <b>Religion or Belief</b>	<input checked="checked" type="checkbox"/> <b>Sex (male or female)</b>	<input type="checkbox"/> <b>Sexual orientation</b>		<input type="checkbox"/> <b>Other</b>		
<input checked="checked" type="checkbox"/> <b>Age</b>	<input checked="checked" type="checkbox"/> <b>Carers</b>	<input checked="checked" type="checkbox"/> <b>Disability</b>												
<input type="checkbox"/> <b>Gender reassignment</b>	<input checked="checked" type="checkbox"/> <b>Race</b>	<input checked="checked" type="checkbox"/> <b>Religion or Belief</b>												
<input checked="checked" type="checkbox"/> <b>Sex (male or female)</b>	<input type="checkbox"/> <b>Sexual orientation</b>													
<input type="checkbox"/> <b>Other</b>														
<p><b>Please specify:</b></p> <p><b>Stakeholders</b></p> <table style="width: 100%;"> <tr> <td style="width: 33%; text-align: center;"><input checked="checked" type="checkbox"/> <b>Services users</b></td> <td style="width: 33%; text-align: center;"><input checked="checked" type="checkbox"/> <b>Employees</b></td> <td style="width: 33%; text-align: center;"><input type="checkbox"/> <b>Trade Unions</b></td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/> <b>Partners</b></td> <td style="text-align: center;"><input checked="checked" type="checkbox"/> <b>Members</b></td> <td style="text-align: center;"><input type="checkbox"/> <b>Suppliers</b></td> </tr> <tr> <td colspan="3" style="text-align: center;"><input type="checkbox"/> <b>Other please specify</b></td> </tr> </table>			<input checked="checked" type="checkbox"/> <b>Services users</b>	<input checked="checked" type="checkbox"/> <b>Employees</b>	<input type="checkbox"/> <b>Trade Unions</b>	<input type="checkbox"/> <b>Partners</b>	<input checked="checked" type="checkbox"/> <b>Members</b>	<input type="checkbox"/> <b>Suppliers</b>	<input type="checkbox"/> <b>Other please specify</b>					
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<input type="checkbox"/> <b>Partners</b>	<input checked="checked" type="checkbox"/> <b>Members</b>	<input type="checkbox"/> <b>Suppliers</b>												
<input type="checkbox"/> <b>Other please specify</b>														

<b>Potential barriers.</b>	
<input checked="" type="checkbox"/> <b>Built environment</b>	<input checked="" type="checkbox"/> <b>Location of premises and services</b>
<input type="checkbox"/> <b>Information and communication</b>	<input type="checkbox"/> <b>Customer care</b>
<input checked="" type="checkbox"/> <b>Timing</b>	<input type="checkbox"/> <b>Stereotypes and assumptions</b>
<input checked="" type="checkbox"/> <b>Cost</b>	<input type="checkbox"/> <b>Consultation and involvement</b>
<input type="checkbox"/> <b>specific barriers to the strategy, policy, services or function</b>	
<b>Please specify</b>	
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 proposed highway works are required to support the residential development off Selby Road. A pedestrian island is to be introduced to Selby Road which will assist pedestrians in crossing the road, this is necessary to provide a safe pedestrian environment.
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>
None.

<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"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>
<b>Please provide detail:</b>	
Not applicable.	
<b>Action required:</b> None	

<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"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>
<b>Please provide detail:</b>	
<b>Action required:</b>	

<b>11. Could this activity be perceived as benefiting one group at the expense of another?</b>	
<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)

Action	Timescale	Measure	Lead person
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>	
<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 impact assessment 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 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> <p>Complete the appropriate section below with the date the report and attached assessment 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: 24 April 2013 Reviewed and re-sent May 2017, November 2019