

South West Community Assembly

Thursday 19 July 2012 at 7.00 pm

**To be held at Abbeydale Sports Club,
Abbeydale Road South, Dore,
Sheffield, S17 3LJ**

The Press and Public are Welcome to Attend

Membership

Councillors Andrew Sangar (Chair), Sue Alston, Sylvia Anginotti, Penny Baker, Roger Davison, Rob Frost, Keith Hill, Joe Otten, Colin Ross, Janice Sidebottom, Diana Stimely and Geoff Smith

PUBLIC ACCESS TO THE MEETING

There are seven Community Assemblies which cover Sheffield; each is made up of the local Councillors from four wards. It is part of their remit to promote the local involvement of local people in the democratic process and to bring decision making closer to local people.

The formal meetings of the Community Assembly are open to the public and are the place where the Councillors make funding decisions as delegated by the Cabinet, relating to the priorities set out in the Community Plan and the Community Involvement Plan. They take place a minimum of 4 times per year, though more often, if required.

There is an opportunity for members of the public to ask questions and submit petitions at these meetings.

A copy of the agenda and reports is available on the Council's website at www.sheffield.gov.uk. You can also see the reports to be discussed at the meeting if you call at the First Point Reception, Town Hall, Pinstone Street entrance. The Reception is open between 9.00 am and 5.00 pm, Monday to Thursday and between 9.00 am and 4.45 pm. on Friday, or you can ring on telephone no. 2734552. You may not be allowed to see some reports because they contain confidential information. These items are usually marked * on the agenda.

Community Assembly decisions are effective six working days after the meeting has taken place, unless called-in for scrutiny by the relevant Overview and Scrutiny Committee, in which case the matter is normally resolved within the monthly cycle of meetings.

Further information on any of the agenda items can be obtained by speaking to either:

- Tammy Barrass, Community Assembly Manager
Tel: 0114 203 7212
Email: tammy.barrass@sheffield.gov.uk
- Martyn Riley, Democratic Services
Tel: 0114 273 4008
Email: martyn.riley@sheffield.gov.uk

**SOUTH WEST COMMUNITY ASSEMBLY AGENDA
19 JULY 2012**

Order of Business

- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 3. Exclusion of Public and Press**
To identify items where resolutions may be moved to exclude the press and public
- 4. Declarations of Interest**
Members to declare any interests they have in the business to be considered at the meeting
- 5. Appointment of Deputy Chair**
To appoint a Deputy Chair for the Municipal Year 2012/13
- 6. Minutes of Previous Meeting**
To approve the minutes of the meetings of the Assembly held on 29 March and 16 May 2012
- 7. Representation on Sheffield Homes South West Board**
Report of the Community Assembly Manager
- 8. Public Questions and Petitions**
To receive any questions or petitions from members of the public at the meeting
- 9. South West Community Assembly Transport and Highways Programme**
Report of the Traffic, Transport and Highways Link Manager – Nigel Robson
- 10. South West Community Assembly Area 20 MPH Nomination**
Report of the Traffic, Transport and Highways Link Manager – Nigel Robson
- 11. Petition Requesting Traffic Calming Measures on Hillfoot Road**
Report of the Director of Development Services
- 12. 2012/13 Activity Programme**
Presentation by Kelly Riley, Activity Sheffield South West Area Manager
- 13. Date of Next Meeting**
The next meeting of Assembly will be held on Thursday 18th October 2012

ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

The existing Standards regime will be abolished from 1st July, 2012 by the Localism Act 2011. From this date, the way that your interests need to be registered and declared will change. Prejudicial and personal interests will no longer exist and they have been replaced by Disclosable Pecuniary Interests (DPIs).

The Act also requires that provision is made for interests which are not Disclosable Pecuniary Interests and requires the Council to introduce a new local Code of Conduct for Members. It is intended that provision will be made in the new Code for dealing with “personal” interests.

The Regulations in relation to Disclosable Pecuniary Interests have only recently been published by the Government and guidance is being developed for circulation to you prior to 1st July.

If at all possible, you should try to identify any potential interest you may have before the meeting so that you and the person you ask for advice can fully consider all the circumstances before reaching a conclusion on what action you should take.

Advice can be obtained from Lynne Bird, Director of Legal Services on 0114 2734018 or email lynne.bird@sheffield.gov.uk

SOUTH WEST COMMUNITY ASSEMBLY

Meeting held on 29th March, 2012, at Nether Green Infant School

PRESENT: Councillors Andrew Sangar (Chair), Sylvia Anginotti, Roger Davison, Keith Hill, Joe Otten, Colin Ross, Janice Sidebottom, Geoff Smith and Diana Stimely.

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1. WELCOME AND HOUSEKEEPING ARRANGEMENTS

1.1 The Chair, Councillor Andrew Sangar, welcomed members of the public to the meeting. Members of the Assembly attending the meeting introduced themselves and the basic housekeeping and fire safety arrangements were outlined.

2. EXCLUSION OF PRESS AND PUBLIC

2.1 There were no items identified where resolutions may be moved to exclude the public and press.

3. APOLOGIES FOR ABSENCE FROM MEMBERS OF THE ASSEMBLY

3.1 Apologies for absence were received from The Lord Mayor, (Councillor Sylvia Dunkley) and Councillors Brian Holmes and John Knight.

4. DECLARATIONS OF INTEREST

4.1 There were no declarations of interest made by Members of the Assembly.

5. MINUTES OF LAST MEETING

5.1 The minutes of the meeting of the Assembly held on 15th December 2011, were approved as a correct record.

6. KING ECBERT SCHOOL PRESENTATION

6.1 The meeting received a presentation from Callum, Jack, Kai and Rhiannon who were Y9 pupils at King Egbert School. The pupils highlighted the need for a pedestrian crossing on Abbey Lane, to assist pedestrians crossing from one section of Ecclesall Woods to the other, in view of the high volumes of traffic. Their investigation involved interviewing the South Yorkshire Police, the public, highway officers and councillors. In their findings they concluded that people found crossing the road was noisy, intimidating, dangerous, with cars travelling too fast and that with the volume of traffic, people found it took too long.

6.2 In assessing their findings, they concluded that, whilst a controlled

crossing could be too expensive, a pedestrian refuge was a less expensive option, but would still aide people in being able to cross the road more safely and that the road was wide enough for the measure to be introduced.

- 6.3 RESOLVED: That Callum, Jack, Kai and Rhiannon be thanked for their thorough investigation, to assist pedestrians being able to cross Abbey Lane safely when walking through Ecclesall Woods and that their suggestion of a pedestrian refuge be appraised for inclusion in a future highway scheme.

7. PUBLIC QUESTIONS AND PETITIONS

7.1 Petitions

7.1.1 Hallam Grange Primary School

The Assembly noted a petition referred by the Cabinet Highways Committee, at its meeting held on 8th March 2012, containing 26 signatures requesting road safety improvements for pedestrians in the roads surrounding Hallam Grange Primary School. In particular, the petitioners had requested double yellow lines to be installed at the blind bend of Hallam Grange Croft/Crescent and highlighted that an unofficial one way street was being created in the vicinity of the School and requested that this be formalised.

- 7.1.2 The petition organiser in addition stated orally that after further consideration, a formal one-way system may create further problems with vehicles speeding. It was further stated that a parking bay needed to be provided for the school bus, as it was on stopping the zig-zag lines at present and that consideration should be given to volunteer school staff and residents, to assist in alleviating the vehicle problems being encountered by residents.

- 7.1.3 In response, the petition organiser was informed that Highways officers needed to investigate the issues raised with residents and that, subject to the outcome of the prioritisation of highway schemes in the Assembly area, a decision would be made at the next meeting on schemes which would be able to be funded for the 2012/13 financial year. It was also stated that the School may be able to learn from the experiences of other schools, such as Nether Green Infant School, over a solution to the problems faced by residents.

7.2 Public Questions

7.2.1 Sheffield Moors Partnership

With reference to a request at the meeting of the Assembly held on 15th December, 2011 (Paragraph 8.4.1) concerning financial information being provided in respect of organisations involved with the Sheffield Moors Partnership, the meeting received a further request that the financial information with regard to the projected income for conservation organisations involved in the

Sheffield Moors Partnership be provided as a matter of urgency. The information requested related to grants, subsidies, heritage lottery funding and nature improvement grants and that it be provided prior to the Moors Masterplan being published. In response, it was stated that a further request would be made to Chris Heeley, Head of Countryside and Environment, to provide a written explanation as to the financial information that could be released. It was also stated that whilst a decision on proposals in the Sheffield Moors Masterplan would be taken by Cabinet, consideration would be given to the report on this matter being submitted to the Assembly prior to a decision being made.

7.2.2 Vicarage Lane, Dore

In response to a written question from a resident of Vicarage Lane, Dore over the need for a proposed Traffic Regulation Order to be introduced on the road, the meeting was informed that a ward councillor had been meeting with residents and that concerns over the request, which had been received from another resident, were being addressed. It was further stated that the proposed double yellow lines would not be progressed until a solution had been found which was acceptable to the residents.

7.2.3 Westminster Flats

With regard to concerns raised over why the carpets in the communal areas at Westminster Flats had been removed and not replaced, it was stated that a written response would be sought from Sheffield Homes in respect of this matter.

7.2.4 Blackbrook Avenue

A concern was raised over why residents of Blackbrook Avenue had not had a response, to their request for traffic restrictions to be introduced in the vicinity of Lodge Moor Surgery. In response, it was explained that requests for highway schemes had to be prioritised, in view of the budget allocated to the Assembly and that requests for measures could not be introduced if they did not score high enough against other scheme requests.

7.2.5 Canterbury Crescent

Following concerns raised over consultation being undertaken on the development of land off Canterbury Crescent, when other brownfield sites were available to developers, the meeting was informed that the number of sites identified for development was insufficient in the City. It was explained that Canterbury Crescent was just one of the additional sites being consulted upon and that residents would be able to submit objections to the proposals.

7.2.6 City Incinerator

With regard to a question over the cost to residents concerning a shutdown of the City's Energy Recovery Facility for over two weeks, it was stated that the matter would be raised with Councillor Leigh Bramall, Cabinet Member for Environment and

Transport to provide a response.

7.2.7 Solar Panels

In response to concerns raised over a resident's proposed planning application which would significantly change the roofline of their property, but also block light to the solar panels on a neighbouring resident's roof, it was stated that the matter would be raised with the Planning Service in relation to the Sheffield Development Framework concerning micro generation of renewable energy.

7.2.8 Carr Bank Close/Lane and Armthorpe Road

The Assembly received a request from a resident representing residents of Carr Bank Close/Lane and Armthorpe Road, seeking a meeting with Highways officers and local councillors on proposed revised plans for a Traffic Regulation Order for their roads. In response, it was stated that Highways officers would facilitate a meeting in the near future to discuss the revised proposals and that it was intended to introduce the measures in the next two to three months.

A resident also speaking on behalf of other residents on Carbrook Close, supported the proposed waiting restrictions around junctions to prevent cars parking in such places and which he considered would lead to an improvement in road safety.

7.2.9 Shepherd Wheel

A representative of the Friends of the Porter Valley informed the meeting that the Shepherd's Wheel project, after 3 years work, was now complete and would be open to the public over the Easter weekend. The restoration work undertaken on the Wheel was highlighted as good example of the local community and Area Panel/Community Assembly working jointly. It was further stated that fund raising would be commencing for work to be carried out on Forge Dam.

8. **SOUTH WEST COMMUNITY ASSEMBLY TRANSPORT AND HIGHWAYS PROGRAMME**

- 8.1 The Director of Development Services submitted a report on the progress on the installation of this year's Assembly transport and highways schemes, the development of city-wide strategies for routing of heavy goods vehicles and the creation of 20 mph areas. The report also proposed a timescale for the development of the Assembly's 2012/13 transport and highways programme. He reported orally at the meeting that the budget allocation for 2012/13 would be reported to the next meeting, after the decision of the South Yorkshire Integrated Transport Authority to allocate funding to each of its local authorities and once the cost of highway programmes were known following the appointment of the Council's Highway's Private Finance Initiative contractor. A presentation was also given showing examples of the highway work that had been

undertaken over the last two years in the south west area, as a result of the Assembly's Transport and Highways programme.

8.2 Public Questions

8.2.1 Heavy Goods Vehicle Routes Consultation

In response to a request for consultation maps to be made available, which showed the proposed Heavy Goods Vehicle routes around the City, the meeting was informed that it would be investigated to see if they could be placed on the Assembly's web site.

8.2.2 Pedestrian Dropped Crossings

Following concerns raised over the perceived danger to pedestrians walking on the smooth tarmac, which leads down to pedestrian dropped crossings, when covered in ice, it was stated that the matter would be raised with Highway Services.

8.2.3 Mayfield Valley

A petition organiser was informed that she would receive an update in respect of her concerns over speeding traffic in the Mayfield Valley. It was stated that the one-way along Carr Bridge had made a difference and that, once the preferred Heavy Goods Vehicle routes, which proposed to avoid the Mayfield Valley, had been confirmed, the vehicle operators would be informed to avoid the area.

8.2.4 Concern Over Tree Obscuring Drivers' Views

A member of the public who raised road safety concerns over a tree that leaned over the highway on a road between Ringinglow Road towards Fulwood, which obstructed drivers' views travelling from the Fulwood side, was informed that the matter would be raised with Parks and Countryside Services.

8.2.5 David Lane/Mayfield Road

An enquiry was made into Council plans to restore the footpath in the vicinity of David Lane and Mayfield Road. It was further stated that a public meeting was taking place at the Mayfield Chapel after Easter to discuss a restoration project. In response, it was stated that this matter would be investigated further, with the member of the public raising the issue being informed accordingly.

8.3 **RESOLVED:** That:-

(a) the progress on the installation of this year's Assembly transport and highways schemes, as outlined in the report now submitted, be noted;

(b) the work in progress regarding developing and implementing strategies for the routing of heavy goods vehicles and creation of 20 mph areas, as outlined in the report now submitted, be noted;

(c) the Assembly's proposed programme for transport and highways schemes in 2012/13 and for future management of the Assembly's Speed

Indicator Devices, be submitted to the next meeting of the Assembly; and

(d) Peter Bull be thanked for his support and the work undertaken as Highways Link Officer in the south west area and that the Assembly's best wishes be offered to him for his retirement following 32 years service with the City Council.

8.4 **Reasons For The Decision**

To keep councillors and members of the public informed of progress.

8.5 **Alternatives Considered And Rejected**

Alternative scheme priorities were considered by Members before deciding on the current programme.

9. **SOUTH WEST COMMUNITY ASSEMBLY 2012/13 DISCRETIONARY BUDGET**

9.1 The Community Assembly Manager submitted a report containing recommendations regarding the allocation of funding from the Assembly's Discretionary Budget of £109,519, to organisations in the south west area for 2012/13. The Manager also reported orally at the meeting, that funding would be received from the Kids Can Do Positive Activities fund and that the amount allocated to the Assembly, would be included as part of the small grants budget allocation and made available for young people's activities.

9.2 Public Questions

9.2.1 Consultation on the Budget

Following a request for further consultation to be undertaken on the allocation of the Assembly budget, it was stated that public consultation was undertaken during the summer months to establish priorities in the south west area and which informed the Assembly's Plan. The budget was then allocated in accordance with the priorities identified within the Plan. With regard to further concerns raised over £5,000 allocated to a litter pick at the end of the University term in Crookes, it was explained that with the University, the Assembly was one of the partners along with other services that assisted with this work and that over the last two years it had been carried out, there was evidence from residents that they supported the work undertaken and that there was a need for it to continue.

9.2.2 Green Space Project Officer

In response to clarification requested over the delivery/management arrangements in respect of the Green Space Projects Officer, it was stated that, whilst the post needed to be based within the Parks and Countryside Service, a meeting was being held to ensure that there were clear lines of communication for the Project Officer to report back to the Assembly Manager and the public and to ensure the projects within the south west area were progressed. It was also mentioned that a record be kept by the

Project Officer/Assembly Manager on the time allocated to the projects in the south west area over the year.

9.2.3 Millhouses Park Festival

An enquiry was made into other Community Assemblies contributing towards events such as the Millhouses Park Festival, as it was an event that was open to all residents of Sheffield. In response, it was stated that the Friends of Millhouses Park could apply to other Assemblies "Small Grants Pots" for funding towards the event, however, it was felt that it would be unlikely that funding for an event in Millhouses Park would be a high priority for other Community Assembly areas.

9.2.4 Assembly Budget Setting

With regard to a request for information on the Assembly's budget setting process, it was explained how this work was undertaken in respect of various activities that were proposed to be funded, which involved elements of actual and estimated costs. The reason why the background information wasn't included in the report was outlined and it was further explained that, whilst budgets were subject to adjustment throughout the year, the information was available for inspection.

9.3 **RESOLVED:** That:-

- (a) regard having been had to the Sheffield City Strategy and to the relevant guidance of the Secretary of State, the South West Community Assembly confirms its belief that the granting of funding, as detailed in the report now submitted, would be likely to achieve the promotion and improvement of the social and environmental well-being of residents in the Community Assembly Area;
- (b) the 2012/13 Assembly Discretionary fund of £109,519 be allocated, as detailed in Paragraph 4.3 of the report now submitted;
- (c) authority be delegated to the South West Community Assembly Manager, in consultation with the Chair of the Assembly, to work up and agree the details of the funding allocations and projects, as set out in Paragraph 4.3 of the report now submitted;
- (d) the Director of Community Services be authorised, in consultation with the Director of Legal Services, to agree the terms on which all funding is made available and to enter into such funding agreements with recipients of the funding and any other related agreements or arrangements, and on such terms, that is considered appropriate; and
- (e) subject to confirmation, the funding to be received from the Kids Can Do Positive Activities fund, be added to the small grants budget and be considered for allocation to requests for young people's activities.

9.4 **Reasons For The Decision**

- 9.4.1 The purpose of the Discretionary Budget is to help fulfil the priorities of the South West Assembly Community Plan, which have been identified through consultation with local residents, groups and partners.

The South West Assembly Community Plan priorities are:

The Environment

- Ensure planning process protects and enhances the built and natural environment
- Promote sustainable lifestyles and reduce environmental impact
- Parks and Woodlands
- Improve the way people can move about the area
- Improve the appearance of neighbourhood Centres and local street scene

Community Safety

- Ensure the South West remains a safe place to live

Community Engagement

- Improve communication and use of available facilities, services and provision
- Ensure the local community have meaningful opportunities to inform the work of the Community Assembly

Children and Young People

- Develop provision for children and young people

Health and Wellbeing

- Vulnerable older people – establish older people's needs and provision

All the projects proposed for funding contribute to one or more of these priorities.

Members have to decide which projects will provide maximum impact and best value for money, in a context of reduced funds being available.

9.5 Alternatives Considered And Rejected

- 9.5.1 Several alternative projects have been considered, but are not currently recommended for funding.

- 9.5.2 **Project not currently recommended for support** **Cost** **Comments**

9.5.3	Allotment Ranger (0.5FTE)	£17,000 12 months inc on costs	The South West Community Assembly has managed to make considerable improvements to allotment provision in the South West area over the last 3 years. A significant number of uncultivated plots have been re-tenanted, a new site has been developed at Mickley Lane and the waiting list for allotment in the area has been reduced. Given the reduction in funding available in 2012/13 and the fact that the Community Assembly has managed to implement the majority of its priorities relating to allotments the funding for a specific post has been removed and replaced with a small operational budget.
9.5.4	Activities for Older People	£10,000 in 11/12	Projects working with vulnerable older people will be invited to apply to the Small Grants Pots.
9.5.5	Parks and open spaces – additional allocation	£17,000	Park improvements are always a high priority for local people. However, other funding sources are available e.g. S106. Projects looking to improve Green and Open Spaces will also be invited to bid into the Small Grants Pot.
9.5.6	Banner Cross Neighbourhood Centre	£2,000	The Group will be invited to bid into the Small Grants Pot.
	TOTAL	£46,000	

10. SOUTH WEST COMMUNITY ASSEMBLY - SECTION 106 FUNDING

10.1 The Director of Culture and Environment submitted a report containing recommendations for the allocation of monies for open spaces, which had been received from developers in respect of Planning Section 106 Agreements, for developments that had been approved in the South West Community Assembly area.

10.2 Public Questions

10.2.1 No public questions were received in respect of this item.

10.3 **RESOLVED:** That, subject to an amendment to reference DB 871 by

substitution of the name “Forge Dam” for the name “Endcliffe Park”, the open space Section 106 agreements funds, as detailed in Appendix 1, Section 2, of the report now submitted, be allocated to the sites where funding had been received, as follows:-

- DB No. 871 - Forge Dam/Porter Valley - £41,040
- DB No. 899 - Encliffe Park - £6,000
- DB No. 1002 - Endcliffe Park - £9,180

10.4 **Reasons For The Decision**

- 10.4.1 Section 106 agreement funds need to be allocated to projects as soon as possible so that design and procurement work can commence. Although funds from the agreements which are the subject of this report have no specified clawback date, developers may make a case for repayment if they can demonstrate that there are no plans to spend the money.

10.5 **Alternatives Considered And Rejected**

- 10.5.1 There are various open space sites in the vicinity of some of the S106 agreements, the sites suggested are those which are thought to be priority sites within the South West Community Assembly area.

11. **SOUTH WEST COMMUNITY ASSEMBLY CLIMATE CHANGE FUND**

- 11.1 The Assembly received a report of the Executive Director of Communities which had been submitted to the Executive Leader of the City Council, in respect of the allocation of Climate Change Funding. It was explained that the report proposed the South West Community Assembly’s recommendations for the allocation of funding for 2011/12 and that it had been necessary to seek the Executive Leader’s approval to the recommendations, as the funding timescales prevented the Assembly being able to consider the report at this meeting.

- 11.2 A supplementary report was circulated at the meeting, which detailed the allocation of £10,000 from the Climate Change Fund to schools in the Assembly area, to improve their climate change/environmental performance.

11.3 Public Questions

- 11.3.1 There were no public questions on this item.

- 11.4 **RESOLVED:** That (a) the decision of the Executive Leader of the Council taken on 24th January, 2012, in respect of the allocation of Climate Change Funding for organisations in the Assembly area, as detailed in Paragraph 13 of the report now submitted, be noted; and

(b) in accordance with the Executive Leader’s decision, to delegate to the Community Assembly Manager, in consultation with the Chair (Councillor Andrew Sangar) to allocate the £10,000 Eco –Schools funding element to projects, it be noted, as detailed in a supplementary report circulated at the

meeting, the schools in the south west area which had been allocated the funding.

12. **DATE OF NEXT MEETING**

- 12.1 It was noted that the next meeting of the Assembly would be held on Thursday, 19th July 2012, at 7.00 pm.

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SHEFFIELD CITY COUNCIL

SOUTH WEST COMMUNITY ASSEMBLY

Meeting held 16th May 2012

PRESENT: Councillors Sue Alston, Penny Baker, Roger Davison, Rob Frost, Keith Hill, Joe Otten, Colin Ross, Andrew Sangar, Diana Stimely, Janice Sidebottom and Geoff Smith

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1. **APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Sylvia Anginotti.

2. **APPOINTMENT OF CHAIR**

RESOLVED: That Councillor Andrew Sangar be appointed Chair of the Community Assembly.

3. **DAY AND TIME OF MEETINGS**

RESOLVED: That meetings of the Assembly be held on a quarterly basis on dates and times to be determined by the Chair.

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SHEFFIELD CITY COUNCIL Report to South Community Assembly Briefing Meeting

Report of: South West Community Assembly Manager

Date: 19th July 2012

Subject: South West Community Assembly Representation on the South West Sheffield Homes Boards

Author of Report: Tammy Barrass, South West Community Assembly Manager
0114 203 7212 tammy.barrass@sheffield.gov.uk

Summary:

The Leader's scheme of delegation for discharging executive functions authorises Community Assemblies to "nominate Council representation for the appropriate Sheffield Homes Area Board in consultation with the appropriate Cabinet member". The appropriate Cabinet member is currently the holder of the Homes and Neighbourhoods portfolio.

The South West Community Assembly has been consulted about nominating a Councillor to become a member of the Sheffield Homes South West Area Board. Cllr Keith Hill has been provisionally proposed as the nominee for 2012/13. The views of the Cabinet Member for Homes and Neighbourhoods have been sought and his response will be reported to the meeting so it can be taken into account.

Reasons for Recommendations:

The South West Community Assembly has been requested to nominate a Sheffield City Council appointee to the South West Area Board.

Recommendations:

The South West Community Assembly is recommended to:-

- (1) have regard to any views expressed by the Cabinet Member for Homes and Neighbourhoods about the proposal to nominate Councillor Keith Hill to the Sheffield Homes South West Area Board, and having regard to any such views to nominate a member of the Assembly to this position;
 - (2) request the Director of Modern Governance to refer these nominations to full Council for approval at the earliest approval; and
 - (3) subject to Council approval, request the Assembly Manager to complete the necessary paperwork to effect these appointments, in consultation with the Director of Legal Services.
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Background Papers: None

Category of Report: OPEN
Statutory and Council Policy Checklist

Financial Implications
NO Cleared by:
Legal Implications
YES Cleared by: Andrew Bullock
Equality of Opportunity Implications
NO Cleared by:
Tackling Health Inequalities Implications
NO
Human rights Implications
NO
Environmental and Sustainability implications
NO
Economic impact
NO
Community safety implications
NO
Human resources implications
NO
Property implications
NO
Area(s) affected
South West Community Assembly area of Sheffield
Relevant Scrutiny Committee if decision called in
Safer and Stronger Communities
Is the item a matter which is reserved for approval by the City Council?
NO
Press release
NO

1. Summary

The Leader's scheme of delegation for discharging executive functions authorises Community Assemblies to "nominate Council representation for the appropriate Sheffield Homes Area Board in consultation with the appropriate Cabinet member". The appropriate Cabinet member is currently the holder of the Homes and Neighbourhoods portfolio.

The South West Community Assembly has been consulted about nominating a Councillor to become a member of the Sheffield Homes South West Area Board. Cllr Keith Hill has been provisionally proposed as the nominee for 2012/13. The views of the Cabinet Member for Homes and Neighbourhoods have been sought and his response will be reported to the meeting so it can be taken into account.

2. What does this mean for people within the South West Community Assembly Area?

Part of the governance structure of Sheffield Homes includes Area Boards, the purpose of which is to:

"provide a focus on services and customers in a local area, to ensure that Sheffield Homes services are responsive to the varying needs of different communities in Sheffield".

3. Outcomes and Sustainability

This proposal fits in with the values and outcomes of the Corporate Plan 2011-14 'Standing up for Sheffield'.

Values

- Spend public money wisely
- Enable individuals and communities
- Working better together

Outcomes

- A Great Place to Live
- Safe and Secure Communities

4. Full Proposal

The Leader's scheme of delegation for discharging executive functions authorises Community Assemblies to "nominate Council representation for the appropriate Sheffield Homes Area Board in consultation with the appropriate Cabinet member". The appropriate Cabinet member is currently the holder of the Homes and Neighbourhoods portfolio.

Sheffield Homes are a key partner in each of the Assembly Areas. They have named senior officer representation on each of the Partner Panels and have worked closely with the Assembly Teams on a number of projects and initiatives.

The Area Boards meet on a bi-monthly basis and the agendas focus on service delivery by the Company at an area level. They provide a key link in the Company's governance structure between the Board of Directors, Tenants' and Residents' Associations (TARAs), Local Housing Partnership groups and tenants.

The composition of Area Boards is as follows: -

- 5 tenants.
- 4 independents.
- 2 Sheffield City Council appointees.
- A maximum of one leaseholder may take one of the tenant places on each Area Board.

The expectation is that the Assembly's nominees would provide the formal link between the work of the Assembly and Sheffield Homes, further strengthening the partnership relationships and reassuring tenants and residents that there is an additional opportunity for influencing the work priorities of the Assembly and also ensuring that opportunities for joint work are not missed.

The practice of Assemblies making nominations to the Sheffield Homes Area Boards, promotes closer working relationships between tenants and the members of the Assembly. This increases the influence of and helps to inform the decision making of the Assemblies.

The Boundaries between the South West Area Board and South West Community Assembly do not match. As such, one Sheffield City Council representative will be appointed by the South West Community Assembly and the other by the South Community Assembly

The South West Community Assembly has been consulted about nominating a Councillor to become a member of the Sheffield Homes South West Area Board. The views of the Cabinet Member for Homes and Neighbourhoods have been sought and his response will be reported to the meeting so it can be taken into account.

Although the function of nominating Council representatives to the Area Boards has been allocated to the Community Assemblies, under the Council's arrangements for discharging 'local choice functions', the actual appointment of the nominees is a non-executive function reserved to Full Council. The Assembly's nominations will therefore need to be referred to Council for endorsement.

5. Financial Implications

There are no specific financial implications arising from this proposal.

6. Legal Implications

There are no specific legal implications arising from this proposal, other than that the appointees will need to be mindful of their legal role and responsibilities when serving on the local Board.

7. Equality of Opportunity Implications

There is no specific equality of opportunity implications arising from this proposal

8. Human Resource Implications

There are no specific human resource implications arising from this proposal.

9. Environmental and Sustainability Implications

There are no specific environmental and sustainability implications arising from this proposal.

10. Mitigation of risk

The expectation is that the nominees will provide the formal link between the work of the Assembly and Sheffield Homes. There is a need to ensure that there is a framework to allow the nominees to formally feedback to the Assembly at regular intervals.

If a nominee is no longer able to fulfil this role (temporarily or permanently) then the Assembly will have to provide a substitute as and when that situation arises.

11. Alternative Options

The South West Community Assembly could consider an alternative nominee to the Councillor proposed.

12. Reasons for Recommendations

The South West Community Assembly has been requested to nominate a Sheffield City Council appointee to the South West Area Board.

13. Recommendations

The South West Community Assembly is recommended to:-

(1) have regard to any views expressed by the Cabinet Member for Homes and Neighbourhoods about the proposal to nominate Councillor Keith Hill to the Sheffield Homes South West Area Board, and having regard to any such views to nominate a member of the Assembly to this position;

(2) request the Director of Modern Governance to refer these nominations to full Council for approval at the earliest approval; and

(3) subject to Council approval, request the Assembly Manager to complete the necessary paperwork to effect these appointments, in consultation with the Director of Legal Services.

Tammy Barrass
South West Community Assembly Manager

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SHEFFIELD CITY COUNCIL Report to Community Assembly

Report of: South West Community Assembly Manager

Date: 5 July 2012

Subject: The 2012/13 South West Community Assembly
Local Highways Programme

Author of Report: Nigel Robson
Transport, Traffic & Parking Services
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Tel: 0114 27 36161

Summary:

South West Community Assembly has delivered the majority of its agreed programme of local highway schemes in 2011/12, including some consultation and development work on further schemes for future delivery. The Assembly now needs to set out its priorities for spending in 2012/13 as described in the programme now proposed.

Reasons for Recommendations:

- South West Community Assembly has funding in 2012/13 for a further programme of local highway schemes. Members will be asked to confirm their priorities for inclusion in this programme.

Recommendations:

- That Members note the 2012/13 allocation of £40,000 for new small highway schemes, and approve the process for determining the future programme.
- Considers the information contained within this report and allocates the £8,310 from the South West Assembly Highways Budget 2012/13 for Speed Indication Device maintenance/ installation.
- Delegates authority to the South West Community Assembly Manager in conjunction with the Community Assembly Chair to agree on schemes to be funded using the remaining 2012/13 Highways Budget.
- Request an update report at next meeting of the Community Assembly scheduled to take place on 18th October 2012.

Background Papers: None

Category of Report: OPEN

Statutory and Council Policy Checklist

Financial implications
YES Cleared by:
Legal implications
YES Cleared by:
Equality of Opportunity implications
NO Cleared by:
Tackling Health Inequalities implications
NO
Human rights implications
NO :
Environmental and Sustainability implications
NO
Economic impact
NO
Community safety implications
YES
Human resources implications
YES
Property implications
NO

1. Summary

- 1.1 South West Community Assembly has delivered the majority of its agreed programme of local highway schemes in 2011/12, including some consultation and development work on further schemes for future delivery. The Assembly now needs to set out its priorities for spending in 2012/13 as described in the programme now proposed.

2. What does this mean for people within the South West Community Assembly Area?

- 2.1 The local highway schemes now proposed will assist local people in using pedestrian routes in their area, crossing roads or in the control of vehicles (moving or stationary) in and around their area, adding to improved community safety.

3. Outcomes and Sustainability

- 3.1 The funding and construction of the local highways schemes contributes to meeting the 'Increase Mobility and Provide Safer Routes for Pedestrians' priority in the South West Community Assembly Plan. It also contributes to the Council's Corporate Plan "Standing Up for Sheffield", particularly the "Great Place to Live" and "Safe and Secure Communities" outcomes.

4. Progress on Highway Schemes in 2011/12

- 4.1 The South West Community Assembly is sponsor for the development and delivery of a programme of local highway schemes.
- 4.2 South West Community Assembly has delivered the majority of its agreed programme of local highway schemes in 2011/12.
- 4.3 The current position of schemes agreed in 2011/12, but that have not yet been implemented, is set out in Appendix C. These are primarily schemes that required a Traffic Regulation Order (TRO), and therefore consultation. To reduce costs it was agreed to place all TRO related schemes on one Legal Order; however this meant that any objections to a scheme would delay all schemes. Objections were received to a number of schemes which delayed the process for all.
- 4.4 The schemes with objections were revised and submitted to Cabinet Highways Committee on 14 June. The revisions were agreed, with the exception of Carr Bank Close, and the schemes were issued to Street Force for construction at the end of June. These schemes are programmed to be completed before the PFI contractor takes over the maintenance of the city's highways in August 2012.
- 4.5 Work is also required to complete schemes at Crookes and Crosspool shopping centres. Although, sheltered parking has been implemented outside Broomhead's Fish and Chip Shop, further works are expected as part of these schemes.

- 4.6 All other schemes approved by the Assembly have been completed and are listed in Appendix B. The Assembly is still awaiting final clarification from Street Force for some charges. The final under spend for 2011/12 will therefore be confirmed in August; however, there are apparent under spends on a number of schemes.

5 Priority Highway Schemes for 2012/13

- 5.1 The Council has re-evaluated its priorities for its transport budget and has therefore decided to allocate the South West Community Assembly £40,000 for its highways budget in 2012/13 as compared to £75,000 in 2011/12. This £40,000 is primarily for continued delivery of 'small schemes', typically costing up to £4,000.
- 5.2 Members will be aware that as part of the Council's planned way of working within the Highways PFI contract, all new changes and improvements to the highway now require a 'commuted sum' to cover the altered maintenance requirement over a 25 year period as a result of those modifications. The changed requirements can be either positive or negative. For 2012/13 onwards, Community Assemblies are required to budget for these commuted sums as part of their programme of small schemes.
- 5.3 Different types of small scheme can vary greatly in the scale of commuted sum associated with these. Appendix A lists typical 2012/13 prices and associated commuted sums for Members' guidance when selecting priorities for this year's programme.
- 5.4 Of the £40,000, Members have already agreed in principle to commit some of this for core activities, namely:
- Maintenance of SIDS signs - £8,310
- 5.5 It is recommended that funds from 2011/12 budget allocated to the projects set out in Appendix C be carried-forward to the 2012/13 budget. It is also recommended that any under spend from 2011/12 be used to ensure these projects are fully implemented.
- 5.6 It is recommended that any remaining underspend from the 2011/12 allocations be added to the remaining 2012/13 budget and that this sum be split evenly between the four wards. Small schemes to be progressed will be agreed by the Community Assembly Manager in consultation with ward members and the South West Community Assembly Chair.

6. Financial Implications

- 6.1 The implementation of these schemes would be supported by an agreed allocation of £40,000 from this year's Local Transport Plan (LTP) in addition to any under spend from the 2011/12 allocations.

7. Legal Implications

- 7.1 The Council, as the highways authority for Sheffield, has powers under Part V of the Highways Act 1980 to implement the improvements requested in this report. This funding is allocated from the Council's

Local Transport Plan budget provided by central government and as such all projects using this funding will need to comply with the aims and objectives of the Local Transport Plan.

- 7.2 The Director of Communities in consultation with the Head of Transport, Traffic and Parking Services and Director of Legal Services has confirmed this is an approved use of LTP funds, the Head of Transport, Traffic and Parking Services has authority to undertake the wider feasibility work now described, as part of the Council's overall transport capital programme.

8. Equality of Opportunity Implications

- 8.1 There are no specifically direct equality implications, but all of the options have some impact on the overall quality of life for residents, and for pedestrians and other users who might have mobility problems. The options are intended to assist all members of the local community regardless of gender or ethnic origin.

9. Human Resource Implications

- 9.1 Any measures agreed by the South West Community Assembly Highways Budget would be delivered by the City Council through the new Transport, Traffic and Parking Services Division, working with the PFI Client team and contractor as part of the Council's overall transport capital programme.

10. Environmental and Sustainability Implications

- 10.1 The options now discussed could be regarded as having a neutral overall contribution to the City Council's carbon reduction strategy.

11. Mitigation of risk

- 11.1 The risks in developing the schemes now identified relate to the time required to undertake broader reviews, and to the scale of increased costs for those wider solutions.

12. Public Consultation, Alternative Options

- 12.1 The options available at present are of necessity very limited until further decisions of funding have been made.

13. Reasons for Recommendations

- 13.1 South West Community Assembly has funding in 2012/13 for a further programme of local highway schemes. Members will be asked to confirm their priorities for inclusion in this programme.

14. Recommendations

That Members:

- note the 2012/13 allocation of £40,000 for new small highway schemes, and approve the process for determining the future programme.

- Considers the information contained within this report and allocates the £8,310 from the South West Assembly Highways Budget 2012/13 for Speed Indication Device maintenance/ installation.
- Delegate authority to the South West Community Assembly Manager in conjunction with the Community Assembly Chair to agree on schemes to be funded using the remaining 2012/13 Highways Budget.
- Request an update report at next meeting of the Community Assembly scheduled to take place on 18th October 2012.

Nigel Robson
Transport, Traffic & Parking Services
Nigel.robson@sheffield.gov.uk

0114 2736161

APPENDIX A – Community Assembly Small Schemes Price List, 2012/13

BOLLARDS

Item	Item Price	Commuted Sum (25 Years)	Total Price
Alto Grenadier Bollards (plus £30 per scheme for Utility search)	£230	£295	£525
Green Oak timber Bollards, plain (plus £30 per scheme for Utility search)	£257	£613	£870
“Billy” and “Belinda” bollards (plus £30 for Utility search)	£575	£738	£1313

LOWERED KERBS

One crossing point comprising 1 Lowered kerb, no tactiles	£322	N/A	£322
One crossing point comprising 1 Lowered kerb, with tactiles	£492	£208	£700
One crossing point comprising 2 Lowered kerbs, no tactiles	£404	N/A	£404
One crossing point comprising 2 Lowered kerbs, with tactiles	£615	£248	£863
One pair of crossings, each with single lowered kerb, no tactiles	£644	N/A	£644
One pair of crossings, each with single lowered kerb with tactiles	£984	£416	£1400
One pair of crossings, each with two lowered kerbs, no tactiles	£808	N/A	£808
One pair of crossings, each with two lowered kerbs with tactiles	£1230	£496	£1726

CYCLE STANDS & ‘K’ FRAMES

Cycle Stands (plus £30 for Utility search)	£230	£122	£352
K Frames (plus £30 for Utility search)	£1990	£451	£2441

STREET NAMEPLATES

Street Nameplates, wall mounted	£181	£143	£324
Street Nameplates, free standing (plus £30 for Utility search)	£225	£143	£368

HANDRAILS, GUARDRAILS, ETC

Handrails, per metre (plus £30 for Utility search)	£62	£39	£101
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Pedestrian Guardrails, per metre (plus £30 for Utility search)	£138	£47	£185
Visirail, per metre (plus £30 for Utility search)	£194	Awaiting price	
Metal Diamond Fencing, per metre (plus £30 for Utility search)	£67	£28	£95

HIGHWAY MARKINGS

'H' marking, to protect vehicular access	£76	£144	£220
'H' marking, to protect pedestrian lowered kerb	£76	£182	£258
Disabled Logos (painted in parking spaces)	£60	£144	£204
"Keep Clear" markings on carriageway	£112	£182	£294
"Slow" marking on carriageway	£77	£224	£301
Cycle symbols	£60	£144	£204
Single Yellow lines, per metre (based on three interventions in 25 years)	£1.70	£2.13	£3.83
Double Yellow lines, per metre (based on three interventions in 25 years)	£3.40	£4.26	£7.66

NB There will be design fees and traffic management costs to add to some of the above figures

VERGE PROTECTION

Truckpave (plastic grassgrid), per square metre (plus £30 per scheme for Utility search)	£110	£91	£201
Verge hardening per m2 To take the weight of a car (plus £30 Utility search)	£60	N/A	£60
Verge hardening per m2 To footway standard (plus £30 Utility search)	£50	N/A	£50

KERBS

Replace in situ vertical kerbs with chamfered kerbs, per metre	£43	N/A	£43
Replace in situ vertical kerbs with double kerbs, per metre	£64	N/A	£64

Utilities Search	£30	N/A	£30
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TREES & PLANTERS

Tree (plus £30 for Utility search)	£250	£1018	£1268
Planter - small, circular, oak type, with "self maintaining" shrubs	£275	£346	£621

NB The cost of the Utility Search is not included in the total price because in the case of bollards or cycle stands, only one Utility Search payment is due regardless of the number of bollards or cycle stands ordered at one location. Similarly, for handrails and guardrails, only one Utility Search payment is due, regardless of the total length of handrail / guardrail ordered.

Appendix B – SWCA Transport and Highways Programme 11/12 (schemes completed 2011/12)

CROOKES

Crookes, Lydgate Lane - Bute Street	Provision of sheltered parking outside shops near Lydgate Lane, outside Broomhead's fish and chips
Manchester Road, at former exit from Crosspool Tavern car park	3 Planters to stop vehicles using former exit
Marsh Lane, grass verges near its junction with Lydgate Lane	8 Green Oak bollards to prevent parking
Stephen Hill, grass verges outside nos. 2 and 4	6 Green Oak bollards to prevent parking

DORE & TOTLEY

Aldam Road, at its junction with Green Oak Road, north side of Green Oak Road	2 Lowered kerbs with tactiles
Baslow Road, at former bus access to the Cross Scythes PH forecourt	6 Alto Grenadier bollards
Causeway Head Road, grass verges outside nos. 36 - 50	11 Green Oak bollards to prevent parking
Green Oak Road, opposite Aldam Croft entrance to flats	2 Lowered kerbs with tactiles
Marstone Crescent, at its eastern junction with Baslow Road	Add tactile paving to 2 existing lowered kerbs
Marstone Crescent, at its western junction with Baslow Road	2 Lowered kerbs with tactiles
Townhead Road, approaching access to Fairthorn Care Home (west side of Blacka Moor View) and Whitelow Lane	Provision of two "No footway for 160 yds" signs, "Slow" carriageway marking on each approach, traffic management costs design fees
Totley Brook Road	Footpath construction
Abbeydale Road Sth	Pedestrian Refuge

ECCLESALL

Falkland Road, at its junction with Ringinglow Road	2 Lowered kerbs with tactiles
Greystones Grange Crescent, at its junction with Greystones Grange Road	Install two new wall mounted street nameplates incorporating 'No Through Road' signs
Ringinglow Road, outside and opposite no. 24	2 Lowered kerbs with tactiles and 2 'H' markings
Ringinglow Road, outside no. 30	1 Lowered kerb, no tactiles and 'H' marking original request was for a lowered kerb with tactiles, but can't install tactiles as the lowered kerb opposite is vehicular
Ringinglow Road, opposite no. 30	H marking at existing vehicular lowered kerb
Ecclesall ward	Speed Indication Device (SID)

FULWOOD

Blackbrook Avenue, at its junction with Blackbrook Road	2 Lowered kerbs with tactiles
Crimicar Lane, at footpath through verge, opposite Worcester Drive	1 Lowered kerb, no tactiles , 'H' marking
Lodge Moor Road, at its junction with Blackbrook Road	2 Lowered kerbs with tactiles
Peterborough Drive, north side of its junction with Worcester Road	1 Lowered kerb, no tactiles
Rochester Drive, at its junction with Blackbrook Road	2 Lowered kerbs with tactiles
Worcester Close, at its junction with Worcester Road	2 Lowered kerbs with tactiles
Worcester Drive, north side of its junction with Worcester Road	1 Lowered kerb, no tactiles

Appendix C – SWCA Transport and Highways Programme 11/12 (schemes yet to be implemented)

The following schemes were agreed as part of 11/12 budget. These are expected to be completed and will be funded by carry-forwards and under spends from the 11/12 budget.

CROOKES Schemes List 2011/12 into 2012/13

LOCATION	SCHEME	COST	NOTES
Crookes shopping centre	Review the limited waiting times in Crookes shopping centre between Lydgate Lane and Northfield Avenue	£8,000* plus £800* per (group of) parking bays	The sheltered parking outside Broomhead's fish and chips has been completed; however, further works as part of the scheme are yet to be implemented.
Commonside – between Barber Road and Spring Vale Road	Remove Urban Clearway. Introduce Limited Wait Parking	£4,900 *	Joint scheme with Central CA, may be scope to share cost of TRO
Crosspool shopping centre	Review of limited waiting times in Crosspool shopping centre	tbc	
Estimated Total Cost			

DORE & TOTLEY Schemes List 2011/12 into 2012/13

LOCATION	SCHEME	COST (lining only)	NOTES
Main Avenue/Baslow Road	Junction protection with double yellow lines	£400 *	Issued to Street Force 29 th June 2012
Little Common Lane at Dickfield farm entrance	Replace unrestricted stretch with double yellow lines	£46 *	Issued to Street Force 29 th June 2012
Totley Brook Road@ Bushey Wood/Baslow Road	Yellow lines to improve the turning circle from Baslow Road outside nos 6-8 Totley Brook Road (between the drives).	£130 *	Issued to Street Force 29 th June 2012
Baslow Road adj Cross Scythes public house	Amend waiting restrictions to reduce hold ups for traffic	£900 *	Issued to Street Force 29 th June 2012
Vicarage Lane, Dore near Savage Lane junction	Double yellow lines to protect junction	£160 *	Issued to Street Force 29 th June 2012

ECCLESALL Schemes List 2011/12 into 2012/13

LOCATION	SCHEME	COST Lining only	NOTES
Latham Sq at Trap Lane	Measures to improve access for vehicles and pedestrians - protect junction with yellow lines	£400 *	Issued to Street Force 29 th June 2012

FULWOOD Schemes List 2011/12 into 2012/13

LOCATION	SCHEME	COST	NOTES
Carr Bank Close, both sides, on approach to and around junction with Carr Bank Lane	Double yellow lines to prevent parking that is obstructing access for refuse vehicles	N/A	Objections taken to CHC and passed back to SWCA recommendation to have site meeting with all interested parties
Crimicar Lane/Brooklands	Scheme to improve parking, loading and pedestrian safety	£2700*	
Westwood Road / Oakbrook Road junction	Double yellow lines at the junction to improve visibility	£700 *	Issued to Street Force 29 th June 2012

* Estimate, only indicative. The actual cost of schemes may well be higher than the guide price, because of cost inflation and/or design or construction costs which cannot be foreseen at an early stage (for example as a result of the presence of utilities).



SHEFFIELD CITY COUNCIL Report to Community Assembly

10

Report of: Transport, Traffic and Parking Services Manager

Date: 19th July 2012

Subject: South West Community Assembly 20MPH Area Prioritisation

Author of Report: Tammy Barrass and Nigel Robson

Nigel.robson@sheffield.gov.uk, tel: 0114 27 36161

Tammy.barrass@sheffield.gov.uk, tel: 0114 2037212

Summary:

In line with a growing number of local authorities, Sheffield City Council has decided that in the interests of road safety, health and social cohesion, roads within suitable residential areas should be subject to a 20mph speed limit. The first seven 20mph schemes are to be delivered during 2012/13 and 2013/14, one in each Community Assembly area.

This report identifies potential 20mph areas within the South West Community Assembly area and identifies the Steel Bank Scheme as the Assemblies preferred option to be recommended to the Cabinet Highways Committee for approval.

Reasons for Recommendations:

- Sheffield Council's Cabinet Highways Committee has recently agreed to fund one 20mph area corporately in each Community Assembly area, with a budget of £40,000 for each, to be implemented within this or the next financial year. This report sets out the South West Community Assemblies nomination to be forwarded to the Cabinet Highways Committee.
- Final decisions on the implementation of 20mph Areas will be taken by the Council's Cabinet Highways Committee in September 2012.

Recommendations:

That South West Community Assembly Members:

- Nominate the Steel Bank scheme as the South West Community Assemblies first choice priority for implementation of a 20mph Area.

- Agree that should the Steel Bank Scheme not be feasible for delivery the Dore scheme is nominated as the second priority area and the Greystones scheme (East and West Combined) is nominated as the third priority area.
- Agree that details of this decision are forwarded to the Council's Cabinet Highways Committee for inclusion in a future report.

Background Papers: None

Category of Report: OPEN

Statutory and Council Policy Checklist

Financial implications
YES Cleared by:
Legal implications
YES Cleared by: Julian Ward
Equality of Opportunity implications
NO Cleared by:
Tackling Health Inequalities implications
NO
Human rights implications
NO :
Environmental and Sustainability implications
YES
Economic impact
NO
Community safety implications
YES
Human resources implications
YES
Property implications
NO

1. Summary

- 1.1 In line with a growing number of local authorities, Sheffield City Council has decided that in the interests of road safety, health and social cohesion, roads within suitable residential areas should be subject to a 20mph speed limit. The first seven 20mph schemes are to be delivered during 2012/13 and 2013/14, one in each Community Assembly area.
- 1.2 This report identifies potential 20mph areas within the South West Community Assembly area and identifies the Steel Bank Scheme as the Assemblies preferred option to be recommended to the Cabinet Highways Committee for approval.

2. What does this mean for people within the South West Community Assembly Area?

- 2.1 The 20mph schemes now proposed will assist local people in using pedestrian routes in their area, crossing roads or in the control of vehicles (moving or stationary) in and around their area, adding to improved community safety.

3. Outcomes and Sustainability

- 3.1 The funding and construction of the 20mph highways scheme contributes to meeting the 'Improving the Way People Move Around the Area' priority in the South West Community Assembly Plan. It also contributes to the Council's Corporate Plan "Standing Up for Sheffield", particularly the "Great Place to Live" and "Safe and Secure Communities" outcomes.

4. Full Proposal

4.1 Sheffield 20mph Speed Limit Strategy

In line with a growing number of local authorities, Sheffield City Council has decided that in the interests of road safety, health and social cohesion, roads within suitable residential areas should be subject to a 20mph speed limit. The first seven 20mph schemes are to be delivered during 2012/13 and 2013/14, one in each Community Assembly area.

4.2 Appearance

- 20mph speed limit areas will be delineated by signs and road markings only (i.e. not 'physically' traffic calmed with cushions or narrowing).
- Entry points will be identified by '20' speed limit signs and a '20' roundel road marking. Red surfacing will be used at any entry points on roads that are used as through routes to give added emphasis.
- Small 'repeater' road signs will be erected within the speed limit area at regular intervals. These will be mounted on lamp posts wherever possible.
- The classified road network ('A', 'B' and 'C' roads) and major bus routes would not be included.
- Any School Keep Clear markings within the area would be reviewed and a Traffic Regulation Order introduced to aid enforcement.

4.3 **Funding and delivery**

£280k of central Local Transport Plan (LTP) funding has been set aside for the introduction of seven 20mph speed limit areas, one within each Assembly area. Each Assembly has been asked to nominate up to three suitable areas for further consideration, drawing on accident data, their knowledge of the likely level of public support and the cost of implementation. In priority order South West Assembly has nominated (a map showing these areas is available at Appendix C):

1. **Steel Bank**
2. **Greystones (Combined East and West)**
3. **Dore**

4.4 The intention is to deliver the Assembly's first choice of 20mph area. The second and third choices offer a fall-back if the first choice proves to be too costly, its introduction cannot be reasonably co-ordinated with the PFI programme, or if residents are vehemently opposed. Should the cost prove to be a stumbling block with all three then the Assembly could top-up the central funding from its own budgets; alternatively the size of area can be reviewed.

4.5 At the September meeting Cabinet Highways Committee will be asked to endorse each Assembly's choice of area and approve a programme of implementation over two financial years, 2012-13 and 13-14.

4.6 The first scheme will appear on the ground early in 2013.

4.7 Future 20mph speed limit areas will be prioritised by a city-wide comparison of the number and severity of accidents in suitable areas, with a view to introducing the new speed limit into residential areas on a 'worst first' basis.

4.8 **Further Consultation**

Each household within the selected area will receive a leaflet explaining the long-term aims and short-term limitations of sign-only 20mph speed limits, with residents invited to comment on or object to the introduction of a 20mph Traffic Regulation Order. All comments would be reported to Cabinet Highways Committee where Members would be asked to overrule or uphold any objections.

5. **Financial Implications**

5.1 £280k of central Local Transport Plan (LTP) funding has been set aside for the introduction of seven 20mph speed limit areas, one within each Assembly area.

6. **Legal Implications**

6.1 The Council, as the highways authority for Sheffield, has powers under Part V of the Highways Act 1980 to implement the improvements requested in this report. This funding is allocated from the Council's Local Transport Plan budget provided by central government and as

such all projects using this funding will need to comply with the aims and objectives of the Local Transport Plan.

- 6.2 The Director of Communities in consultation with the Head of Transport, Traffic & Parking Services and Director of Legal Services has confirmed this is an approved use of LTP funds, the Head of Transport Traffic and Parking Services has authority to undertake the wider feasibility work now described, as part of the Council's overall transport capital programme.

7. Equality of Opportunity Implications

- 7.1 There are no specifically direct equality implications, but all of the options have some impact on the overall quality of life for residents, and for pedestrians and other users who may have mobility problems. The options are intended to assist all members of the local community regardless of gender or ethnic origin.

8. Human Resource Implications

- 8.1 Any measures agreed by the Cabinet Highways Committee would be delivered by the City Council through the new Transport, Traffic and Parking Services Division, working with the Streets Ahead PFI Client team and contractor as part of the Council's overall transport capital programme.

9. Environmental and Sustainability Implications

- 9.1 The options now discussed could be regarded as having a neutral overall contribution to the City Council's carbon reduction strategy.

10. Mitigation of risk

- 10.1 The risks in developing the schemes now identified relate to the time required to undertake broader reviews, and to the scale of increased costs for those wider solutions.

11. Public Consultation, Alternative Options

- 11.1 The South West Community Assembly held a series of 20mph Consultation Workshops (one in each of the four wards) in order to establish residents preferred sites for the development of 20mph areas. The information received at these workshops was passed to the Transport, Traffic and Parking Services Division and has been considered when developing options for the South West Community Assembly area.
- 11.2 The South West Community Assembly considered a number of alternative schemes when reaching their final nomination, a map showing all the schemes considered is available at Appendix A. When agreeing the priority site for the South West area the Community Assembly also took into consideration accident statistics for each of the potential areas, this information is available at Appendix B.

12. Reasons for Recommendations

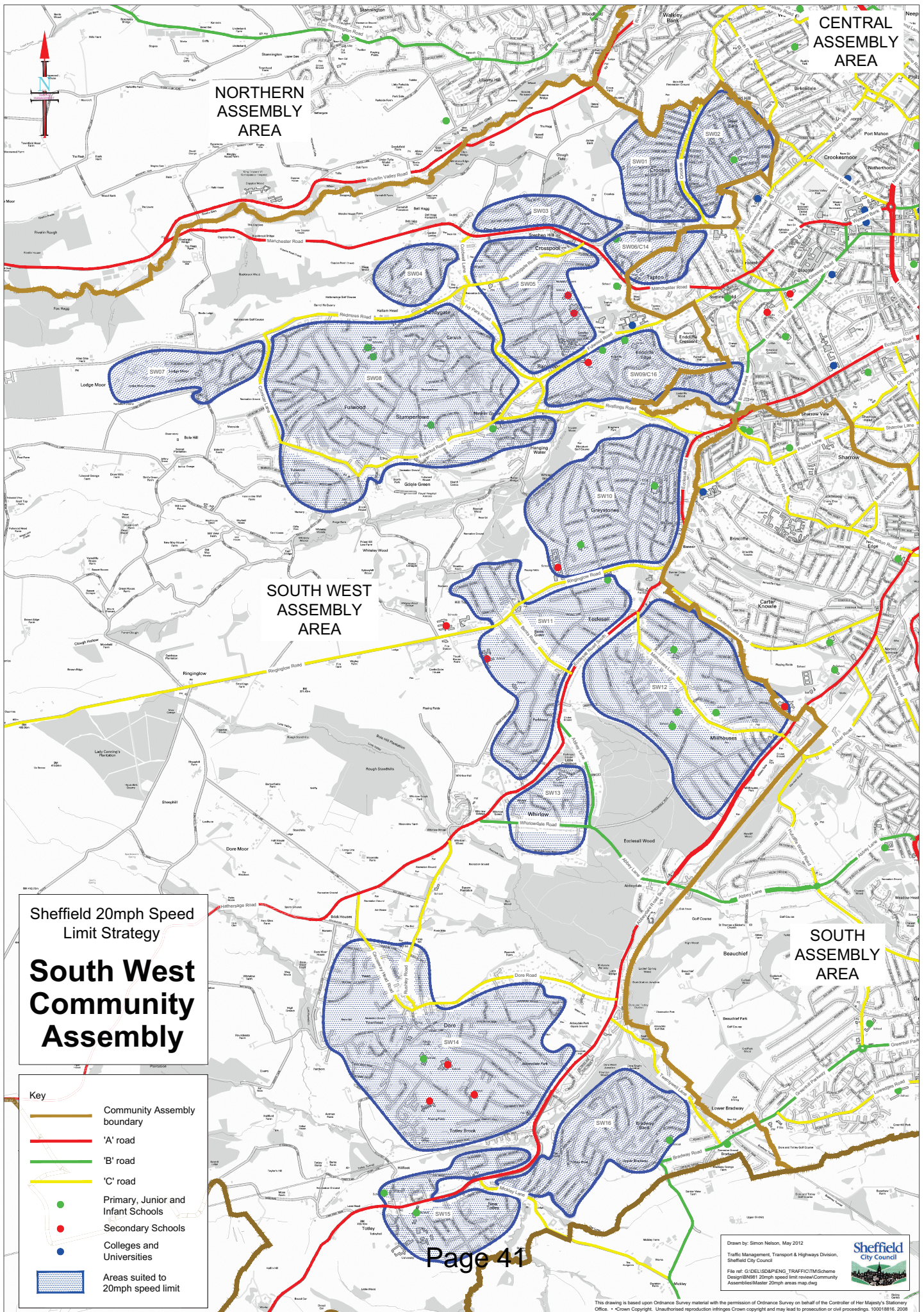
- 12.1 Sheffield Council's Cabinet Highways Committee has recently agreed to fund one 20mph area corporately in each Community Assembly area, with a budget of £40,000 for each, to be implemented within this or the next financial year. This report sets out the South West Community Assemblies nomination to be forwarded to the Cabinet Highways Committee.
- 12.2 Final decisions on the implementation of 20mph Areas will be taken by the Councils Cabinet Highways Committee in September 2012.

13. Recommendations

13.1 That South West Community Assembly Members:

- 13.1.1 Nominate the Steel Bank scheme as the South West Community Assemblies first choice priority for implementation of a 20mph Area.
- 13.1.2 Agree that should the Steel Bank Scheme not be feasible for delivery the Dore scheme is nominated as the second priority area and the Greystones scheme (East and West Combined) is nominated as the third priority area.
- 13.1.3 Agree that details of this decision are forwarded to the Council's Cabinet Highways Committee for inclusion in a future report.

Tammy Barrass
Community Assembly Manager (South West)



NORTHERN ASSEMBLY AREA

CENTRAL ASSEMBLY AREA

SOUTH WEST ASSEMBLY AREA

SOUTH ASSEMBLY AREA

Sheffield 20mph Speed Limit Strategy

South West Community Assembly

- Key**
- Community Assembly boundary
 - 'A' road
 - 'B' road
 - 'C' road
 - Primary, Junior and Infant Schools
 - Secondary Schools
 - Colleges and Universities
 - Areas suited to 20mph speed limit

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APPENDIX B

**Sheffield 20mph Speed Limit Strategy
South West Community Assembly**

Collision data in potential 20mph speed limit area's, excluding A and B roads
Five years data: 15/03/2007 to 14/03/2012

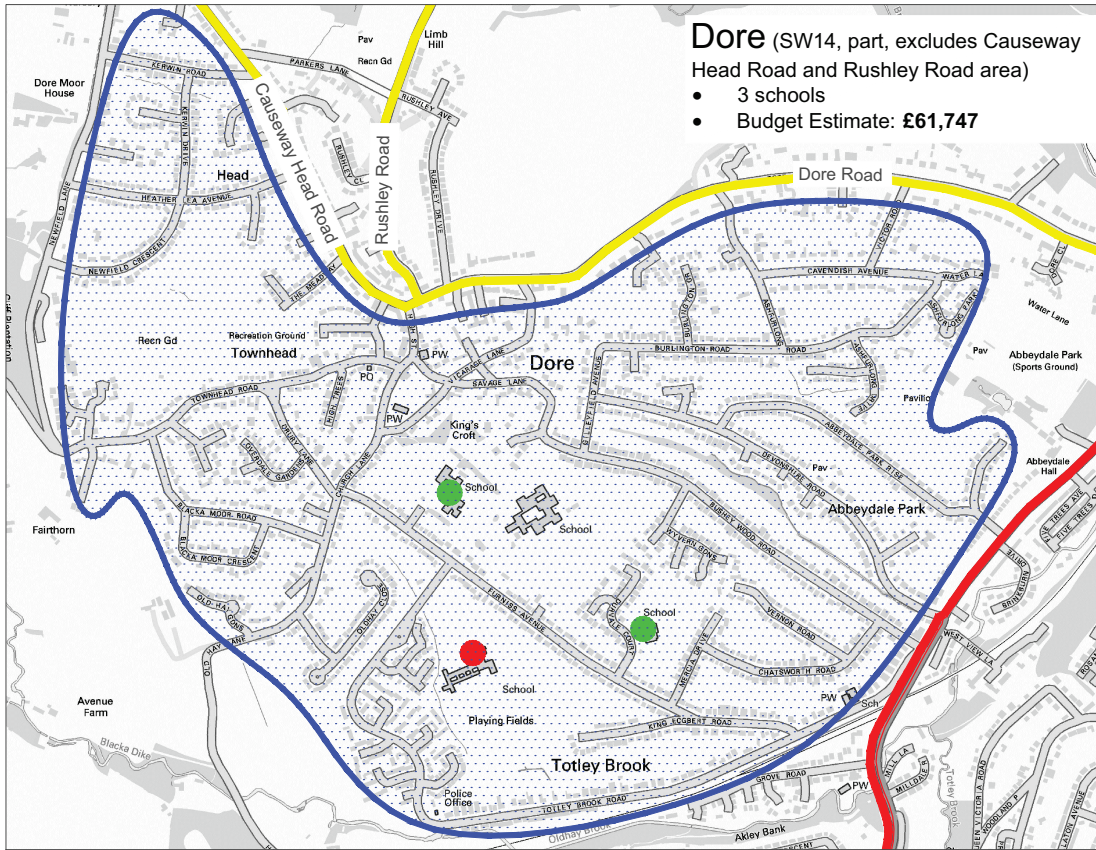
Area Reference No.	Area Name	Community Assembly	Schools		Casualties								Severity						Total Casualties	Total Collisions								
			I, J & P	Secondary	Adult				Child				Adult			Child												
					Driver	Passenger	Pedestrian	Cyclist	Passenger	Pedestrian	Cyclist	Cyclist	Fatal	Serious	Slight	Fatal	Serious	Slight										
SW01	Crookes	South West	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2			
SW02	Steelbank	South West	1	0	2	1	3	2	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	11	
SW03	Den Bank	South West	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SW04	Hallam Head	South West	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SW05	Crosspool	South West	0	2	3	2	3	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	
SW06/C14	Tapton	South West/Central	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
SW07	Lodge Moor	South West	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
SW08	Fulwood	South West	3	0	4	2	0	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10
SW09/C16	Collegiate	South West/Central	1	1	3	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
SW10	Greystones	South West	2	1	3	2	3	2	0	2	2	0	2	0	3	7	0	2	2	2	2	2	2	2	2	2	2	14
SW11	Ecclesall	South West	1	1	3	1	1	1	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9
SW12	Millhouses	South West	3	1	2	1	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6
SW13	Whirlow	South West	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SW14	Dore	South West	1	1	5	5	3	1	0	2	0	0	0	0	3	11	0	0	0	0	0	0	0	0	0	0	0	16
SW15	New Totley	South West	2	0	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
SW16	Bradway	South West	1	0	2	0	1	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6
					29	16	18	11	2	17	3	0	8	66	0	3	19											83

NB: Drivers - drivers of all vehicle types; Passengers - passengers of all vehicle types
NB overall SW12 Dore figures corrected 27/6/12

APPENDIX B

Modified (and priced) areas as requested by South West Assembly 14/6/12

Area Reference No.	Area Name	Community Assembly	Schools		Casualties						Severity						Total Casualties	Total Collisions				
			I, J & P	Secondary	Adult			Child			Adult		Child		Fatal	Serious			Slight	Fatal	Serious	Slight
					Driver	Passenger	Pedestrian	Cyclist	Passenger	Pedestrian	Cyclist	Fatal	Serious	Slight								
SW02	Steel Bank (all)	South West	1	0	2	1	3	2	0	4	0	0	0	1	7	0	1	3	12	11		
SW10	Greystones (West)	South West	1	1	1	1	3	0	0	2	0	0	0	0	5	0	1	1	7	6		
SW10	Greystones (East)	South West	1	0	2	1	0	2	0	0	2	0	0	3	2	0	1	1	7	6		
SW14	Dore (part)	South West	1	1	5	1	1	1	0	2	0	0	1	10	0	0	2	14	9			



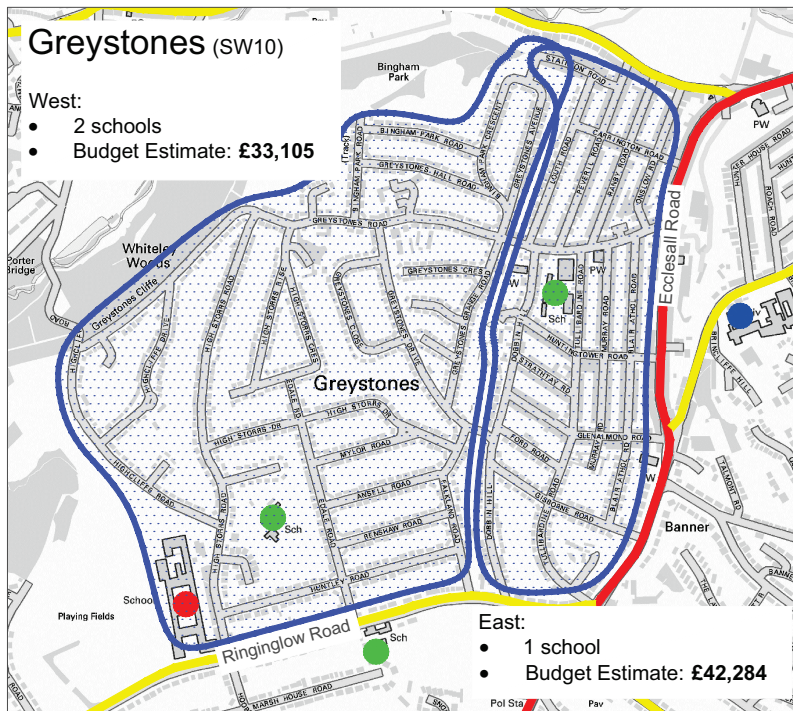
Sheffield 20mph Speed Limit Strategy

South West Community Assembly

Preliminary Selection

Note:

Budget Estimates calculated by Street Force, June 2012 and make an allowance for works cost, fees, contingencies, commuted sum and TRO



- Key**
- 'A' road
 - 'B' road
 - 'C' road
 - Primary, Junior and Infant Schools
 - Secondary Schools
 - Colleges and Universities
 - Potential 20mph speed limit



SHEFFIELD CITY COUNCIL South West Community Assembly Report

11

Report of: Director of Development Services

Date: July 19 2012

Subject: **Petition requesting traffic calming measures on Hillfoot Road outside Totley All Saints School**

Author of Report: **Andrew Kay**

Summary: **The purpose of the report is to assist the Assembly in order to provide a reply to the petitioners**

Reasons for Recommendations:

- Traffic calming will have little effect on reducing actual vehicle speeds and the risk reduction effects will be minimal
- The road safety risks on Hillfoot Road are judged to be low
- No significant feasible road safety measures can be identified

Recommendations:

- The petitioners are thanked for bringing their concern to the attention of the Council.
- That the request, for provision of traffic calming measures, is declined.

Background Papers: No

Category of Report: OPEN

Statutory and Council Policy Checklist

Financial Implications
YES
Legal Implications
NO
Equality of Opportunity Implications
NO
Tackling Health Inequalities Implications
NO
Human rights Implications
NO
Environmental and Sustainability implications
YES
Economic impact
NO
Community safety implications
YES
Human resources implications
NO
Property implications
NO
Area(s) affected
South West Community Assembly
Relevant Cabinet Portfolio Leader
Cllr Leigh Bramall
Relevant Scrutiny Committee if decision called in
Cabinet Highways Committee
Is the item a matter which is reserved for approval by the City Council?
Yes
Press release
NO

REPORT TO THE SOUTH WEST COMMUNITY ASSEMBLY

1.0 SUMMARY

- 1.1 To respond to petitioners requesting provision of traffic calming measures on Hillfoot Road (Totley)

2.0 WHAT DOES THIS MEAN FOR PEOPLE WITHIN THE SOUTH WEST COMMUNITY ASSEMBLY AREA

- 2.1 If an option to promote measures is adopted by the Community Assembly the process involved in consulting on the proposal supports the 'A Great Place to Live' objectives of communities having a greater voice and more control over services which are focussed on the needs of individual customers. Our open, honest and transparent way of working with local residents has increased confidence in the consultation processes.

3.0 OUTCOME AND SUSTAINABILITY

- 3.1 Implementation of a traffic calming scheme would have an implication for future maintenance costs. Usually provision of such a scheme would, by degree, reduce the risk of vehicle/pedestrian conflicts but in this case, bearing in mind accident history and on site conditions, the risk reduction effects may be judged as minimal.
- 3.2 If the Community Assembly decides to take no action there will be no outcomes to report.

4.0 REPORT

- 4.1 A petition, containing 136 signatures was received by the Cabinet Highways Committee in 2011. Subsequently the petition was referred to the South West Community Assembly

The petition has the heading::

"Petition for the safety of pupils at Totley All Saints School and Little Saints Nursery. This is a petition requesting speed bumps and traffic calming measures on Hillfoot Road, Totley, where there are various blind spots causing traffic danger to all those crossing the road to use the school entrance"

- 4.2 The road layout, at Hillfoot Road, is long established and has a semi-rural quality. The speed limit is 30 mph and the road is not a bus route. An entrance to Totley All Saints primary school is situated opposite the junction with Butts Hill. This entrance lies within a section of double bend. Hillfoot Road is 620 metres long.

- 4.3 Totley All Saints school has 210 students. The overwhelming number (possibly all) of the students, are accompanied, to and from school, by adults. A number of parents park cars on the south side of Baslow Road and, subsequently, make part of the journey to and from school on foot. Totley All Saints School has two pedestrian entrances. One entrance is on Summer Lane and the other entrance is situated on Hillfoot Road – opposite the Butts Hill junction.
- 4.4 In 2002 the Council received a petition requesting provision of a mirror for the junction of Hillfoot Road/Butts Hill. At the Butts Hill junction the range of road user intervisibility is restricted by bends. The most restricted view is the look to the right at Butts Hill (see below).



Looking to the right from Butts Hill

- 4.5 Police accident records have been investigated for the five year period up to the end of September 2011. One incident is recorded. In 2010 a cyclist lost control, on Hillfoot Road, and an injury, described as slight, resulted. No vehicle/pedestrian collisions are recorded in the last ten years. The petition organiser relates an incident in which a vehicle collided with a boundary wall. This incident is not included in Police records.
- 4.6 Appendix B includes details of indicative pedestrian and traffic counts. Appendix C is a speed survey.

- 4.7 A school crossing patrol warden operates on Hillfoot Road. The position is a few metres away from the junction of Baslow Road. A warden used to work on Baslow Road until a signalised crossing was provided in April 2004. Subsequently the warden was reassigned to the side road at the point where large numbers of pedestrians cross. No vehicle or pedestrian counts were undertaken at this time (the counts are usually part of any formal assessment). The decision taken to retain the services of the crossing warden was made in a spirit of goodwill and positive intent. An alternative course of action would have been to discontinue the service altogether. Members are aware of the difficulties in recruiting and retaining crossing wardens.
- 4.8 After the school bell rang, at 15.25 hrs on May 16 2012, over two hundred pedestrians crossed at or near the warden position. This total comprised of 78 adults accompanying 142 children. 17 unaccompanied *secondary* school children also crossed at this point.



The school crossing patrol warden operates between the Baslow Road and Summer Lane junctions.

- 4.9 Officers counted the number of pedestrians crossing Hillfoot Road - at the Butts Hill junction. The petition organiser has expressed particular interest in this precise location. On May 11 2012, after 15.25 hrs, 11 adults accompanied 20 children across the road and then headed to the path at the end of Butts Hill. Two adults, not escorting children, also crossed at this time. Directly outside the school the range of road user intervisibility is restricted by bends. The carriageway width here is relatively narrow at 6.6 metres.

5.0 ALTERNATIVE OPTIONS CONSIDERED

- 5.1 A traffic calming scheme for Hillfoot Road is feasible but the appropriateness and effectiveness of such a scheme, on a road characterised by low speeds and low traffic volumes, is questionable. A traffic calming scheme will have no risk reducing effect for the many pedestrians crossing at the south end of Hillfoot Road as no feature could be provided so close to the junction and, in any case, southbound drivers are slowing near the give way lines. Whatever effect traffic calming would have on vehicle speeds provision of speed humps and cushions will be of no *direct* help to any pedestrian crossing the road.
- 5.2 A more precise estimate of costs of such a scheme would follow the detailed design phase. An initial estimate may be in excess of sixty thousand pounds.
- 5.3 Doing nothing is an option. The situation will remain as it is.
- 5.4 A school entrance scheme (e.g. build out or refuge) is not feasible for a location directly opposite a junction (Butts Hill). Absence of a footway, on the eastern side of Hillfoot Road, compounds the feasibility issue.
- 5.5 Hillfoot Road would not meet the criteria for provision of a speed camera.
- 5.6 The Hillfoot Road/Butts Hill junction would not meet the criteria for provision of a School Crossing Patrol Warden in terms of pedestrian and vehicle numbers. In addition there would be safety concerns related to a warden operating within the mouth of a junction. At this location there is no footway on the eastern side of Hillfoot Road. The footway width on Butts Hill is minimal
- 5.7 The Community Assembly could elect to deploy a Speed Indication Device but there would be doubts as to the effectiveness of such a measure at a location with low speeds and low volumes of traffic where a great many of the road users will be familiar with the location.
- 5.8 Appropriate warning signage, indicating children crossing, is in place. Both of these signs are supplemented with a SLOW road marking highlighted by a red surface treatment. Additions to the signage are unlikely to induce changes in driver behaviour. This is especially the case on a road where generally speeds are low and most drivers are familiar with the layout. No configuration of signage will improve the range of visibility for road users.

Financial Implications

Bearing in mind the collision statistics Hillfoot Road is unlikely to be viewed as a priority for funding a scheme from central budgets. The South West Community Assembly could consider funding a scheme but any scheme would be funded from the South West Community Assembly's financial allocation. Provision of any potential scheme will have an implication for future maintenance costs.

Legal Implications

The Council has a statutory duty to promote road safety and to ensure that any measures it promotes and implements are reasonably safe for all road users. In reaching decisions of this nature must clearly take into account any road safety issues that may arise and follow the relevant legislation and guidance. Providing that it does so, it is acting lawfully, as it is doing in this case.

Equality of Opportunity Implications

Traffic calming measures tend to benefit vulnerable people such as the young, elderly, disabled and also carers. However, on this occasion the potential positive impact on these groups is considered to be low due to the low safety risks at the location plus low speed reduction impact likely to be achieved on site.

Human Resource implications

No significant implications are identified

Environmental and Sustainability Implications

Implementation of a traffic calming scheme is likely to have a detrimental visual effect at a comparatively unspoiled semi-rural location. Aesthetics are, of course, a matter of personal taste but it is unlikely that cushions/humps and associated additional lining and signing will be judged to be visually enhancing.

6.0 REASONS FOR RECOMMENDATIONS

- 6.1 A traffic calming scheme may have the effect of reducing vehicle speeds by degree but it would be of no direct assistance to pedestrians crossing Hillfoot Road at the Butts Hill junction. Overall the risks of vehicle/pedestrian collision are judged to be low. Average vehicle speed is 21 mph and the narrow road width and the bends have the effect on suppressing the use of inappropriate speeds. Although visibility is restricted near the

Butts Hill junction opportunities for pedestrians, to cross Hillfoot Road, in reasonable safety, are plentiful and frequent because overall traffic volumes are low. In addition almost all students attending Totley All Saints School have adult accompaniment on the school journey and this is a significant factor in the safety of primary school children. An additional safety factor is that the major crossing movement is covered by a school crossing patrol warden. Hillfoot Road is a relatively narrow road and this, in turn, has an effect on reducing risk as pedestrians are spending little time in the live carriageway when crossing the road. Numbers of pedestrians crossing near the school entrance is relatively low.

- 6.2 Taking everything into account the road safety risks in relation to this location are judged to be low. A traffic calming scheme is feasible but such measures will have little effect on actual vehicle speeds. Traffic calming measures will be of no direct assistance to pedestrians crossing Hillfoot Road and such a scheme will not alleviate any of the visibility issues outside the school gate.
- 6.3 Regrettably, smaller scale opportunities, for *significant* road safety improvements, are not available. Provision of a pedestrian build out is not feasible at the mouth of a junction.

7.0 RECOMMENDATIONS

- 7.1 The petitioners are thanked for bringing their concern to the attention of the Council.
- 7.2 That the request, for provision of traffic calming measures, is declined.



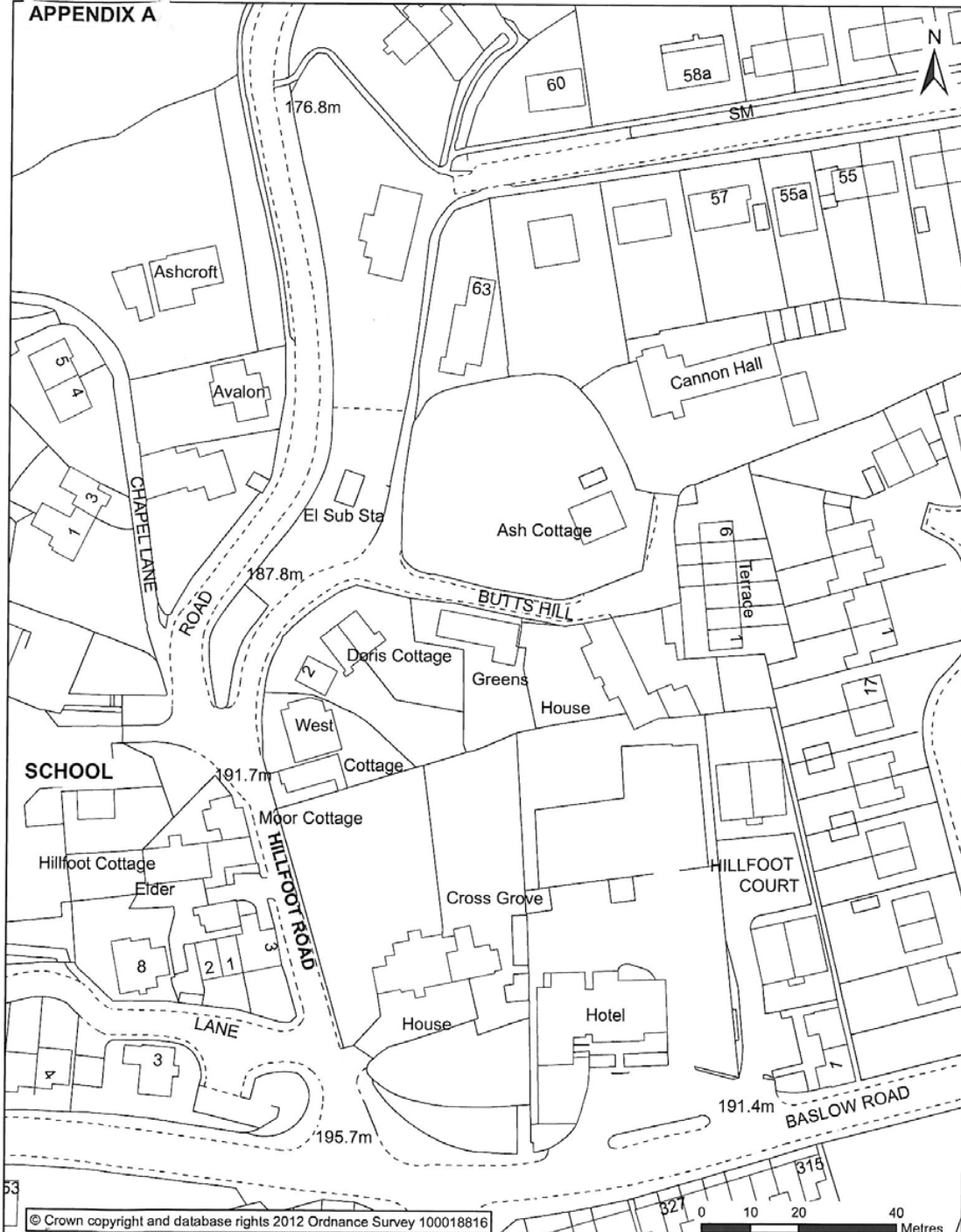
Highway Records
Development Services
Howden House
Union Street
Sheffield
S1 2SH

Location: HILLFOOT ROAD
Totley

Date: 12 April 2012

Scale: 1:1,000

APPENDIX A



APPENDIX B

Traffic and pedestrian counts

January 3 2003 (school holiday) – Traffic counts at Hillfoot Road/Butts Hill

	Hillfoot Road (heading north)	Hillfoot Road (heading south)	Entering Butts Hill	Exiting Butts Hill
08.01 to 09.00	12	12	4	3
16.01 to 17.00	24	31	2	5

January 9 2003 (school day) – Traffic counts at Hillfoot Road/Butts Hill

	Hillfoot Road (heading north)	Hillfoot Road (heading south)	Entering Butts Hill	Exiting Butts Hill
08.01 to 09.00	68	61	7	4
15.01 to 16.00	48	67	6	3

May 21 2012 - Pedestrians crossing Hillfoot Road from Butts Hill

	08.21 – 08.25	08.26 – 08.30	08.31 – 08.35	08.36 – 08.40	08.41 – 08.45	08.36 – 08.40
Pedestrians	0	1 adult 2children	0	3adults 4children	5adults 10children	2adults 4children
Northbound Vehicles	4	6	5	7	7	7
Southbound Vehicles	8	5	13	10	2	4

NB All children accompanied by adults. These numbers equate with the observations made on May 11

Sheffield City Council Equality Impact Assessment



[Guidance for completing this form is available on the intranet](#)

Help is also available by selecting the grey area and pressing the F1 key

Name of policy/project/decision: HILLFOOT ROAD

Status of policy/project/decision: New

Name of person(s) writing EIA: ANDREW KAY

Date: 18 JUNE 2012

Service: TaPS

Portfolio: Place

What are the brief aims of the policy/project/decision? To assist Councillor decision making

Are there any potential Council staffing implications, include workforce diversity? NO

Under the [Public Sector Equality Duty](#), we have to pay due regard to: "Eliminate discrimination, harassment and victimisation, advance equality of opportunity and foster good relations." [More information is available on the council website](#)

Areas of possible impact	Impact	Impact level	Explanation and evidence (Details of data, reports, feedback or consultations. This should be proportionate to the impact.)
Age	Neutral	Low	TRAFFIC CALMING MEASURES WILL HAVE LITTLE EFFECT ON VEHICLE SPEEDS
Disability	Neutral	Low	
Pregnancy/maternity	Neutral	Low	
Race	Neutral	Low	
Religion/belief	Neutral	Low	
Sex	Neutral	Low	
Sexual orientation	Neutral	Low	
Transgender	Neutral	Low	
Financial inclusion, poverty, social justice cohesion or carers	Neutral	Low	
Voluntary, community and faith sector	Neutral	Low	
Other/additional:	-Select-	-Select-	
Other/additional:	-Select-	-Select-	

Overall summary of possible impact (to be used on EMT, cabinet reports etc): Neutral

If you have identified significant change, med or high negative outcomes or for example the impact is on specialist provision relating to the groups above, or there is cumulative impact you **must** complete the action plan.

Review date:

Q Tier Ref

Reference number:

Entered on Qtier: -Select-

Action plan needed: -Select-

Approved (Lead Manager):

Date:

Approved (EIA Lead person for Portfolio):

Date:

Does the proposal/ decision impact on or relate to specialist provision: -Select-

Risk rating: -Select-

Action plan

Area of impact	Action and mitigation	Lead, timescale and how it will be monitored/reviewed
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		

Approved (Lead Manager):

Date:

Approved (EIA Lead Officer for Portfolio):

Date:

Date		C1/1 - 10		C2/11 - 15		C3/16 - 20		C4/21 - 25		C5/26 - 30		C6/31 - 35		C7/36 - 40		C8/41 - 45		C9/46 - 50		C10/51 - 55		C11/56 - 60		C12/61 - 65		C13/66 - 99		TOTAL		AVERAGE M.P.H.		% EXCEEDING 30 M.P.H.		%ILE SPEED				
		SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED		
14/06/2012	00:00:00	0	0	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	21	0	0	21	0	21				
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	02:00:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
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	06:00:00	0	0	0	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	25	0	0	25	0	0	25	0	25		
	07:00:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	26	0	0	26	0	0	26	0	26		
	08:00:00	0	0	4	9	5	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20	25	0	0	25	10	0	25	10	30		
	09:00:00	0	4	16	32	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	57	21	0	0	21	0	0	21	0	24		
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	12:00:00	0	0	10	21	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	35	22	0	0	22	3	0	22	3	25		
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	18:00:00	0	1	8	38	11	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	59	23	0	0	23	2	0	23	2	27		
	19:00:00	0	0	8	31	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	48	23	0	0	23	0	0	23	0	27		
	20:00:00	1	0	9	23	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	36	22	0	0	22	0	0	22	0	25		
	21:00:00	0	0	7	33	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	42	23	0	0	23	2	0	23	2	25		
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	24:00:00	0	0	5	5	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11	21	0	0	21	0	0	21	0	24		
Statistic.		5	35	177	365	76	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	665	22	0	0	22	1	0	22	1	25		

Date		C1/1 - 10		C2/11 - 15		C3/16 - 20		C4/21 - 25		C5/26 - 30		C6/31 - 35		C7/36 - 40		C8/41 - 45		C9/46 - 50		C10/51 - 55		C11/56 - 60		C12/61 - 65		C13/66 - 99		TOTAL		AVERAGE M.P.H.		% EXCEEDING 30 M.P.H.		%ILE SPEED	
		SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED	SPEED
14/06/2012	00:00:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	20	0	0	20		
	01:00:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	02:00:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	03:00:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	04:00:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	24	0	0	24		
	05:00:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	17	0	0	17		
	06:00:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	19	0	0	19		
	07:00:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	23	0	0	23		
	08:00:00	0	1	3	32	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	38	22	0	0	22	24		
	09:00:00	0	10	30	34	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	75	19	0	0	19	22		
	10:00:00	1	4	17	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	37	20	0	0	20	23		
	11:00:00	0	0	16	16	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	33	20	0	0	20	22		
	12:00:00	0	1	14	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	27	20	0	0	20	23		
	13:00:00	0	4	10	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24	19	0	0	19	21		
	14:00:00	1	3	17	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30	19	0	0	19	20		
	15:00:00	0	2	13	13	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30	21	0	0	21	23		
	16:00:00	1	8	27	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	44	18	0	0	18	20		
	17:00:00	0	1	16	23	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	43	21	0	0	21	24		
	18:00:00	0	5	19	27	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	55	21	0	2	21	23		
	19:00:00	0	0	14	30	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	47	22	0	0	22	24		
	20:00:00	0	1	21	15	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	38	20	0	0	20	24		
	21:00:00	0	1	10	8	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20	20	0	0	20	25		
	22:00:00	0	2	6	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	17	20	0	0	20	24		
	23:00:00	0	0	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	21	0	0	21	23		
	24:00:00	0	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	18	0	0	18	21		
Statistic.		3	44	241	271	17	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	577	20	0	0	20	0	23		