

Report on	Bus Shelters Update
Date of Meeting	10 May 2022
Reporting Officer	Raymond Lowry

Is this report restricted for confidential business? If 'Yes', confirm below the exempt information category relied upon	Yes	
	No	X

1.0	Purpose of Report
1.1	To update Members on the current bus shelter status.
2.0	Background
2.1	Council is empowered under the Local Government Miscellaneous Provisions (NI) Order 1985, with the consent of the department to erect and maintain on any road within the district of the council, shelters for the protection from the weather or persons waiting to enter public service vehicles. Bus shelters are erected following local representations. They are provided, particularly for those who have to use public services who may have to stand out in the inclement weather.
2.2.	Following the bus shelter collaborative workshop held in March 2020, the bus shelter process was discussed and agreed at the Council meeting held on the 27 th March 2020. Members are advised in a monthly report of progress made on the various applications that have been lodged with the department.
2.3	Due to the Covid-19 pandemic progress has been delayed with unavailability of staff and priority of workloads within the various departments involved in dealing with the shelter installation. MUDC / DfI Roads have met (through "Microsoft Teams") to discuss a selection of these projects and will continue to carry out similar meetings to progress shelter applications.
2.4	Members to note current Procedural guide approved by Council March 2021. (see appendix 1)

3.0	Main Report
3.1	<p>The following information headings will be covered:</p> <ul style="list-style-type: none"> • New applications received in the past month (see 3.2) • Progress on stages 2-4 application process (see 3.3) • Request for Council to move from stage 5 (see 3.4) • Progress update on stages 6-9 (see 3.5) • Neighbour Notification summary and detailed analysis (see 3.6) • Projects recommended for approval (3.7) • Projects recommended for withdrawal (see 3.8) • Shelters passed to Property Services for installation (3.9) • Progress update on stages 10-11 (see 3.10) • Update on statutory response times in relation to agreement on time related responses for application (see 3.11) • Other issues (see 3.12)
3.2	<p>New Applications received in the past month – 1Nr new application received in the past month.</p> <ul style="list-style-type: none"> • Derryfubble Road - Benburb
3.3	<p>Progress on stages 2-4 of the application process – see table in Appendix 1.</p>
3.4	<p>Requests for Council to move from stage 5 of the application process – 0Nr,</p>
3.5	<p>Progress update on stages 6-9 – the applications below have been discussed with a view to getting approval:</p>
3.6	<p>Summary of Neighbour Notifications</p> <ul style="list-style-type: none"> • Coagh Road, Stewartstown. • Garrison Road, Curran. • Beatrice Villas/William Street, Bellaghy. • Hillhead, Stewartstown.
	<p>On ratification of Councils position on shelter Technical Services will notify in writing all nearest neighbours originally surveyed.</p>

- **Coagh road, Stewartstown** (see Table 4 Appendix 1 – reference 09) Neighbour notification completed.

Shelter Location	Coagh Road, Stewartstown
Bus Shelter Requested	19/04/2021
Date Request Validated	21/04/2021
Survey Issued	31/03/2022
Survey Returned By	14/04/2022
Survey Letters Issued (No.)	3
Survey Letters Returned	0
Replies in Favour	1 Late
Replies not in Favour	0
No response	0
Valid Returns	0
Percentage that have objections	0%

In accordance with the Bus Shelter Procedural guide, at least 51% of the addresses surveyed must have no objections to the shelter. NOTE; for the purposes of assessment where 51% (rounded to the nearest whole number) of property addresses that respond indicate that they are not in favour of the erection of a shelter, then the results of the survey will be forwarded to the Environment Committee for information confirming that the shelter will not be approved or erected. The bus shelter at **Coagh Road, Stewartstown** is recommended to be installed.

- **Garrison Road, Curran** (see Table 4 Appendix 1 – reference 13) Neighbour notification completed.

Shelter Location	Garrison Road, Curran
Bus Shelter Requested	26/01/2022
Date Request Validated	28/01/2022
Survey Issued	31/03/2022
Survey Returned By	14/04/2022
Survey Letters Issued (No.)	2
Survey Letters Returned	1
Replies in Favour	1
Replies not in Favour	0
No response	0
Valid Returns	1
Percentage that have objections	0%

In accordance with the Bus Shelter Procedural guide, at least 51% of the addresses surveyed must have no objections to the shelter. NOTE; for the purposes of assessment where 51% (rounded to the nearest whole number) of property addresses that respond indicate that they are not in favour of the erection of a shelter, then the results of the survey will be forwarded to the Environment Committee for information confirming that the shelter will not be approved or erected. The bus shelter at **Garrison Road, Stewartstown** is recommended to be installed.

- **Beatrice Villas, Bellaghy** (see Table 4 Appendix 1 – reference 11) Neighbour notification completed.

Shelter Location	Beatrice Villas, Bellaghy
Bus Shelter Requested	18/01/2022
Date Request Validated	20/01/2022
Survey Issued	31/03/2022
Survey Returned By	14/04/2022
Survey Letters Issued (No.)	4
Survey Letters Returned	2
Replies in Favour	2
Replies not in Favour	0
No response	0
Valid Returns	2
Percentage that have objections	0%

In accordance with the Bus Shelter Procedural guide, at least 51% of the addresses surveyed must have no objections to the shelter. NOTE; for the purposes of assessment where 51% (rounded to the nearest whole number) of property addresses that respond indicate that they are not in favour of the erection of a shelter, then the results of the survey will be forwarded to the Environment Committee for information confirming that the shelter will not be approved or erected. The bus shelter at **Beatrice Villas, Bellaghy** is recommended to be installed.

- **Hillhead Road, Stewartstown** (see Table 4 Appendix 1 – reference 10) Neighbour notification completed.

Shelter Location	Hillhead Road, Stewartstown
Bus Shelter Requested	07/12/2021
Date Request Validated	09/12/2021
Survey Issued	31/03/2022
Survey Returned By	14/04/2022
Survey Letters Issued (No.)	4
Survey Letters Returned	1 on time, 1 late
Replies in Favour	1
Replies not in Favour	1
No response	0
Valid Returns	1
Percentage that have objections	50%

In accordance with the Bus Shelter Procedural guide, at least 51% of the addresses surveyed must have no objections to the shelter. NOTE; for the purposes of assessment where 51% (rounded to the nearest whole number) of property addresses that respond indicate that they are not in favour of the erection of a shelter, then the results of the survey will be forwarded to the Environment Committee for information confirming that the shelter will not be approved or erected. The bus shelter at **Hillhead Road, Stewartstown** is recommended to be installed.

3.7 **Projects noted below are recommended for approval** – 4 Nr application currently being recommended for approval.

3.8 **Projects noted below are recommended for withdrawal** – 0 Nr applications are being recommended for withdrawal.

3.9 Members to Note the following shelters as listed in Table 3 have been passed over to Property Services for installation and these are currently being programmed for installation within their current workload. Further discussions ongoing with Technical services to confirm / clarify installation requirements

Table 3

Shelter Location	Current Status	Date programmed by Property Services for installation	Shelter type to be installed
Washingbay Road, Moor Road, Clonoe	Approved	Q1	Glazed
Main Street, Bellaghy (SH HomePlace)	Approved	Q1	Glazed, Cantilever
Reenaderry road, Washingbay	Approved	Q1	Metal

3.10 **Progress update on stages 10-11** – 0nr shelters installed since date of last meeting,

3.11 **Progress on response times** – Agreed response times within 30 days with statutory agencies.

Statutory Agencies	Number requests sent	Reply <30 Days	Reply >30 Days
Translink	3	2	1
Education Authority	2	2	0
Dfl Roads	0	0	0
NIHE	1	0	1

**Translink,
Responses Outstanding**

1. Brough Road, Castledawson
2. The Square, Moy
3. Ballygawley road, Killeshill

**Education Authority,
Responses Outstanding**

1. The Square, Moy
2. Ballygawley road, Killeshill

**NIHE
Responses Outstanding**

1. Land purchase request, St Colmans Park, Moortown

- **Interagency Meeting;** Statutory update meeting to be held 10 May 2022, with DFI Roads EA, NIHE and Translink, to discuss new Bus shelter locations, response times and any other issues.
New contacts for DFI (Roads) and Translink introduced in a bid to help progress current applications
Elected members to be invited for update on all existing issues regarding Bus Shelter delivery at a meeting date to be confirmed. .

3.12 **Other issues:** None to report.

4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: Within budget for Technical Services and Property services to action provision / installation costs within their budget.
	Risk Management: Non-delivery will have adverse impact of users of public transport.
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: N/a
	Rural Needs Implications: N/a
5.0	Recommendation(s)
5.1	Members to note the content of the report on the progress made on bus shelters within the district and grant approval to progress thus shelters listed under 5.3 below.
5.2	<ul style="list-style-type: none"> • Those listed in 3.2 - 1Nr new applications received in the last month, Derryfubble road, Benburb.
5.3	<ul style="list-style-type: none"> • Those listed in 3.6 – 4nr application to move to approval to install stage Coagh Road, Stewartstown Beatrice villas, Bellaghy Garrison road, Curran Hillhead road, Stewartstown
6.0	Documents Attached & References
6.1	Appendix 1 – March 2021 - Procedural guide
6.2	Appendix 2 – Progress table with comments