

Table 1 – Applications awaiting formal application to be submitted (2nr)				
No	Location	Stage	Status / Comment	Progress status
1	Tullyhogue Village	0	Residents declined original location as will promote anti-social behaviour. Limited options for alternative sites that suit bus pick-ups. Technical Services waiting for Translink and EA to respond.	New site to be identified within village. Programme to be confirmed when site identified and approved. <b>Site meeting arranged with applicant to identify new location, 29 October 2020.</b>
Table 2 – New applications received since last Committee (1nr)				
1	St Colmans Park, Moortown	3	Met applicant on site 9 October 2020, site agreed.	<b>User numbers requested from Translink and EA, awaiting response.</b>
Table 3 – STAGES 2-4, (8nr)				
1	Derryvale, Coalisland	3	Proposed locations have been declined by Translink. Alternative sites being sought.	Alternative site to be found within area. Awaiting confirmation numbers from EA before proceeding. Programme to be confirmed when site identified and user numbers confirmed.
2	Credit Union, Moygashel	4	Site meeting between MUDC, Translink and Cllr Cuthbertson on 28-02-2020	<b>Request sent to Translink to re-assess the passenger numbers in this location as requested by applicant. Neighbour notification issued, return date 06 November 2020.</b>
3	Glendavagh Road, Crilly, Aughnacloy - 2016/013	4	Application Form filled in during meeting with Cllr Burton	Cllr Burton to discuss with land-owners. Land on both sides of road either slopes up or down from road. Erection of new shelter will require a lot of excavation/fill. <b>Translink confirmed 0nr users, EA confirmed 6nr users. Move to stage 5, Council approval</b>
4	Church street , Cookstown	4	Site meeting held with applicant, user number requests issued to Translink and EA	<b>User numbers requested from Translink and EA. Translink responded to say they do not lift any passengers at this location. EA confirmed 10nr users. Move to stage 5, Council approval .</b>
5	Main street, Benburb	4	Site meeting held with Cllr Molloy, user number requests issued to Translink and EA	<b>User numbers requested from Translink and EA. Reminder to be sent to for user numbers.</b>
6	Jordan Engineering, Benburb	4	Meeting to be organised with Cllr Burton on site to agree location	<b>Site meeting held 28 August, site agreed, numbers request sent to Translink and EA, Reminder sent for user numbers.</b>
7	Brough Road, Castledawson (Private Application) - 2018/001	3	Application Form returned .	This was proposed as a temporary means for children to be lifted while the dual carriageway from Toome to Castledawson was being built. <b>User numbers requested by Translink/EA . Translink Have reported 4nr passengers, EA to confirm numbers Reminder sent.</b>
8	Whitebridge, Ballygawley	4	New request for shelter	<b>Site meeting held, 7 September, application form completed. Site identified and user numbers requested from Translink and EA. Translink responded, they do not service this route. EA confirmed 10nr users, move to stage 5, Council approval.</b>

Table 4 – STAGES 5-8, (15 NR)

No	Location	Stage	Status / Comment	Progress status
1	Cappagh Village	6	Existing shelter in dangerous location, no footpath. Community request to have children lifted in the village. Limited turning space for buses in village.	Translink have assed the site and proposed location for shelter adjacent to the frnt gavle of the bar. Consultation with landowner and neighbours to be carried out for approval to locate in this position.Nearest neighbour to be issued.
2	Kinrush Road/Battery Road Junction, Moortown	6	Original site limited space, alternative site to be confirmed.	Original location deemed not acceptable although alternative location has now been identified and progress to install shelter to programmed. TS programmed to discuss with DfI roads at next meeting and progress to instruct to install shelter.
3	Main Street, Bellaghy	8	Existing shelter removed, at chemist. Proposed new sites have been identified at HomePlace and layby at Overends butcher.	Discussed with DfI roads and alternative 2no locations have been agreed. Translink to confirmed locations . Community engagement to complete to ensure all residents are in agreement to new shelter locations. Translink and DfI roads have confirmed they are content to move their stops and subject to reseedent engagement these can progress. Neighbour notification closes 28 October 2020.
4	Knockloughrim Village	8	Landowner unknown for proposed site. Further investigations underway to determine landowner.	Parks department have agreed loction within their site, Neighbour consultation, closed 20 October 2020. Shelter not to proceed in this location see main report.
5	Kingsisland Primary School	6	Final confirmation from primary school required to progress.	Compliant site location, final confirmation required from the school. To be programmed subject to final approval from school and Education Authority. Discussion to be had with DfI roads on compliant location. Install after no objections from community / school engagement. Meeting to be held with school on exact location of shelter
6	Inishrush Village	8	Landowner clarified as NIHE.	NIHE to approve location for new shelter. Progamme for delivery, subject to permission and legal agreements/ lands transfer from NIHE. Further update and community engagement to be confirmed. NIHE to consider if lands to be transferred to MUDC. Neighbour notification issued, closes 6 November 2020.
7	Magheracastle Road / Mountjoy Road, Brocagh	6	Pending withdrawal notification from applicant as proposed site on wrong side of the road for pick-up.	Report at next Council Site meeting held 3 August, site agreed, requests sent to Translink and EA for number confirmation. Reminders sent to both parties
8	Culnady Village	8	Site approved in centre of village, located on DfI Roads lands.	Site agreed on DfI Roads lands in centre of village. DfI Roads have confirmed ownership and approved shelter locationon shelter installtion. Neighbour notification returned, percentage reached to proceed to installation.
9	Killeen Crossroads	6	Translink to provide alternative pick-up avoiding dangerous road crossing to Coole Road.	translink now relocated their stop / pick up location and new shelter can be provided at this location. Discussion with DfI Roads and community engagement to be held to close out formal process and instruction to given to install shelter.
10	Killeenan Road/Camlough Road/ Loughdoo Road	8	Proposal to locate shelter in Kildress GAC, awaiting confirmation from Education Authority for pick up from the new location.	Shelter location agreed with EA. Neighbour notification carried out, 100% positive return. Shelter will be passed to Property services for installation.

Table 4 continued – STAGES 5-8, (15 NR)

No	Location	Stage	Status / Comment	Progress status
11	Annaghoboe Road/ Washingbay Road Junction, Clonoe - 2017/006	8	Awaiting Application Form to be returned. Landowner approval required for siting of new shelter on Washingbay Road.	Landowner approval refused. Alternative site to be agreed. Programme to be confirmed when site identified. If new location cannot be agreed a paper will be brought back to Council to have the application withdrawn. <b>Meeting with Translink 10th September and approval has been agreed for new site. Neighbour notification closes 30 October 2020..</b>
12	Brackaville, Four Seasons Bar, Coalisland	8	Limited space on existing footpaths. Translink deemed unsafe. New site required for shelter.	New site location for shelter to be found. Suitable sites are proving difficult to find. Programme to be confirmed when site identified. Sites Visits planned to progress locations and if none available paper to be brought back to Council to have the application withdrawn. Site visit held 21st February to identify potential new site with Translink and elected Members. Translink deemed both locations unsatisfactory. Resident consultation required including discussions with Land-owner to see if it can be used as a location. Discussions with DfI Roads have indicated that potential location can be facilitated pending community engagement. <b>Translink have approved location subject to neighbour agreement to removal of hedging. Applicant to approach resident for permission. Neighbour notification issued and closes 6 November 2020</b>
13	Clonoe Crossroads	8	Relocation of existing shelter as too close to junction. Land search in progress to find alternative suitable site.	New site to be agreed with DfI roads, and adjacent residents. Programmed for delivery subject to site agreement. If new location cannot be agreed a paper will be brought back to Council to have the application withdrawn. Site visit held 21st February, potential site identified, Cllr Niamh Doris and Cllr Joe O'Neill to consult with landowner. Discussion with DfI have indicated a suitable location can be accommodated and subject to community engagement should be able to install. DfI Roads to check pedestrian crossing points in the locality. <b>Relocation agreed with Translink 11 September 2020, from Dormans Bar, 30m to housing entrance. Neighbour notification issued. and returned with approval for the bus shelter to proceed.</b>
14	Goland Road/ Armaghlaghey Road, Ballygawley -	6	Application Form completed.	<b>Translink users confirmed, 10nr. Location to be agreed with DfI roads./ Translink. Neighbour notification to be issued</b>
15	Thornhill Road, Pomeroy	8	Request received from Keith Buchanan, Numbers to be confirmed with EA and Translink	<b>User numbers and suitability confirmed by Translink. Consultation with DfI roads required and neighbour notification complete 100% in favour. This shelter will be passed to Property services after DfI final site visit and approval..</b>

Table 5 – STAGE 9, Bus Shelters to be Installed (6NR)

No	Location	Stage	Status / Comment	Progress status
1	Millview/Dunnamore Road, Dunnamore	9	Location agreed, site, DFI Roads compliant for new location.	Discussed with DfI Roads and location agreed in principal with mapping to be carried out and approved by DfI Roads. Community engagement to be finalised prior to install of shelter. <b>Landowner and neighbour notification approved, passed to Property services for installation. Base installed, shelter to follow.</b>
2	143 Omagh road, Ballygawley	9	Existing Bus stop/layby, report to committee required	Translink confirmed very few picked up though 6+dropped off each day. Awaiting EA response for numbers. Discussed with DfI roads and agreed shelter can be located subject to community engagement. <b>Neighbour notification and Translink approved location. Passed to Property Services for installation</b>
9	Drumullan	9	Translink and Education Authority to confirm user numbers to progress.	Existing shelter to be replaced with new shelter ( minus one end piece ) the removal of end piece will facility access from existing footpath thus meaning users will not have to egress onto public road to access the shelter. Progress - <b>Property services instructed to proceed with replacement shelter</b>
4	Stewartstown	9	Translink to provide Clear Channel shelter at this location. Available budget for Translink causing delay.	<b>DfI roads have agreed location and ownership. Neighbour notification closes 1 October 2020. Required approval numbers received. This has been passed to Property Services for installation.</b>
5	Glebe Court, Castlecaulfield	8	Relocation of existing shelter, land ownership to be confirmed for new site.	Site location has been identified and discussed with DfI Roads and subject to confirmation of land ownership and resident consultation then this shelter provision will proceed. <b>Meeting with Translink 10th September . Approoal has been granted. Neighbour notification issued, closing 29 September 2020. Required approval numbers received. Passed to Property Services for installation.</b>
6	Kildrum Estate, Galbally	9	new shelter provision	Site location has been identified and discussed with DfI Roads and subject to confirmation of land ownership and resident consultation then this shleter provision will proceed. <b>Meeting with Translink 10th September and approved location. Neighbour notification approved, passed to Property services for installation.</b>

Table 6 – Stage 9 - Bus Shelters Installed (2nr)

No	Location	Stage	Status / Comment	Progress status
1	Augher village	10	Shelter erected August 2019.	Installed.
2	Ballymcpeake Road/ Mayogall Road junction	10	Location to be agreed with DFI roads, recent road widening works has improved the original location which had been refused by DFI Roads.	Installed.

Table 7 – Applications to be re visited (2Nr)				
No	Location	Stage	Status / Comment	Progress status
1	Coole Road	Revisit application following Jan meeting	Re-open application	discussion with DfI Roads to be held in light of new agreed process principals. Report at next Council Meeting
2	Duffs Corner, Ardboe	Revisit application following Jan meeting	Re-open application	discussion with DfI Roads to be held in light of new agreed process principals. Report at next Council Meeting. Applicant to review and confirm if shelter is required in proposed location. If not this will be brought to committee with recommendation to be removed from the register

## ***MID ULSTER DISTRICT COUNCIL***

### ***PROCEDURE FOR ERECTION OF BUS SHELTERS***

#### ***Stage 1***

Send application form to person requesting Erection of Shelter (Application Form)

#### ***Stage 2***

Acknowledge request (in writing) – standard letter sent

#### ***Stage 3***

Carry out preliminary visit to investigate suitability of site

#### ***Stage 4***

Contact Translink and SELB to confirm viability of erecting bus shelter i.e. recognised "Bus Stop", number and age of children, bus routes, etc.

**Note** – shelters only provided at locations where it is confirmed a minimum of six people await / board buses.

<b>Organisational Name</b>	<b>Contact Name</b>	<b>Contact Number</b>	

#### ***Stage 5***

Report to Committee to seek Council approval/instruction

#### ***Stage 6***

Identify landowner e.g. Housing Executive, local farmer, etc. and obtain their written consent for erection of bus shelter and consult with adjoining properties (contact local Councillor and arrange site meeting if necessary)

#### ***Stage 7***

Send letters (with location maps) for approval/comments to the following: -  
Transport NI/Water Service PSNI, BT and NIE  
(Arrange follow-up site meetings if necessary)

#### ***Stage 8***

Sign and return DRD Consent/Schedule at least six days prior to erection of bus shelter

#### ***Stage 9***

Erect bus shelter

#### ***Stage 10***

Send request to GIS officer to have new asset plotted.

#### ***Stage 11***

Report back to Council

# Policy on the Provision of Bus Shelters



## 1.0 Bus Shelters – Mid Ulster District Council

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.

### 1.1 POLICY STATEMENT

Council will erect a bus shelter where there is shown to be a need, providing the location does not present a safety or nuisance problem and adequate funding is available. Relocation of bus shelters should only take place as a result of either road alignment or the bus companies relocating their bus stops. All other cases of relocation should be resisted as long as there is an identified need for the shelter.

### 1.2 CRITERIA FOR THE ERECTION OF A BUS SHELTER

1. Usage must be a minimum of 6 passengers over a period of a day and applications will be considered on a first come, first served basis, with Translink NI confirming this information.
2. The location must be a recognised bus stop.
3. Owners of property immediately adjacent to the bus stop will be consulted on the erection of the shelter, including the type of shelter.
4. At least two thirds of home owners/tenants in the vicinity (50 m radius) must have no objections to the shelter.
5. There should be no Transport NI/PSNI traffic branch objections on traffic grounds.
6. There must be sufficient budgetary provision available to provide the bus shelter.
7. Once refused a request may not be considered for a further 12 month period from the original decision.
8. Form TS/BSRF/01 to be completed and signed off by Head of Service.
9. Bus Shelter request to be approved by Environment Committee.

### 1.3 DESIGN OF BUS SHELTER

The Council endeavour to provide good quality, comfortable bus shelters purchased through Procurement Department. Where appropriate they will endeavour to have bus shelters erected free of charge, other than services by Adshel. Council will consider in conservation areas the erection of shelters above this standard, but the cost of such shelters excluding erection and servicing costs shall not exceed £3000.00.