

## **Facilities Management Group Report**

**Meeting 12 October 2020**

**Topic: Bus Shelter Recommendations**

### References:

- A. Bus Shelters and the Environment – Paper by Cllr Waller dated 5 Oct 20.
- B. Bus Shelter Demand and Usage – Paper by T Deane, Assistant to the Clerk dated 8 Oct 20.
- C. E-Mail, Clerk to Cllr Hilliard dated 4 Oct 20.
- D. E-Mail, Cllr Waller to Cllr Hilliard and FWG dated 10 September

### **Attendance:**

Cllr Nick Baker, PC Chair  
Cllr Lesley Waller  
Cllr Derek Hayes  
Mr Andrew Prince, Parish Clerk  
Ms Trudi Deane, Assistant to the Clerk  
Cllr Andy Birkett, acting chair for meeting

### **Apologies:**

Cllr Marti Hilliard (technical difficulties)

### **Introduction**

The Facilities Management Sub-Group met virtually by Zoom on 12 October 2020 to consider proposals for Bus Shelters and consider Aims, Objectives and Criteria for the Council's application when considering Bus Shelter provision in future.

Supporting information was provided and considered by the group; 2 Papers and e-mail information, listed as References, all are attached.

This report is presented to the council for consideration, with recommendations, each would form a resolution.

### **Aims and Objectives**

The paper provided by Cllr Waller was discussed and it was agreed formed the basis for the aims and objectives of the Council's Bus Shelter provision policy.

### **Criteria for Selection and Prioritisation.**

After due consideration, the group propose the following as the criteria to be used when considering provision and priority for Bus Shelter provision:

- **People.** Provision should be prioritised towards delivering better equality of transport for all. The principle being that priority should be given to locations that support those with the

greatest need for public transport and protection from the elements. The following could be considered as example categories:

- Those with disabilities
- The elderly
- Young people
- Parents with young children
- Those in social housing
- **Site:**
  - Suitability
  - Safety
- **Direction.** Prioritise city bound locations (not applicable to circular routes).
- **Usage.**

**Recommendation 1.** These Aims and Objectives, plus the Criteria for Prioritisation form the basis for the Council's Policy for Bus Shelter Provision.

### **Priority for Next Provision.**

The information from the References was considered and discussed by the group with the addition of local knowledge and the following locations to be considered for Bus Shelter provision in the following priority order:

1. St Christopher's Close, Bishopdown. This depends on a check of ownership and groundwork requirement; if either delays, swap with 2. (Criteria: People (elderly and children in exposed location); Site is suitable and safe; Usage (high on list).
2. Alabare, Portway, Old Sarum. On the Alabare/Garden Centre side. (Criteria: People (vulnerable adults); Site is suitable and safe; high usage from Alabare clients). Note Alabare should be approached for a contribution as this benefits their clients exclusively.
3. Village Hall, Laverstock. (Criteria: People (high proportion of elderly live close by)).
4. St Theresa's Close, Bishopdown. (Criteria: People (social housing close by))
5. Bishop's Mead, Laverstock. (Criteria: People (exposed site); Site suitable and safe; Direction (only one side of the road – city bound); usage)
6. St David's Close, Bishopdown.
7. Greenwood Avenue, Laverstock.

### **Funding.**

There are funds in year that would provide 1 shelter; investigations required into priority 1 with respect to site ownership and ground works, if additional work required fund priority 2 in year.

Recommendation to fund 3 in next year's budget and to apply for match funding from the Area Board/CATG, which would allow more than 3 installations per year. The Assistant to the Clerk recommends allowing £6000 per shelter and so £18,000 for the 2021/22 budget. May need to add to budget for maintenance/repair.

**Recommendation 2.** The Council continue to provide provision annually for bus shelters at a level of 3 per year (£18,000 for 2021/22 budget) and aim to get support from Wiltshire Council through the Area Board and CATG to increase the number of installations per year, or provide additional funds for maintenance.

**Recommendation 3.** In-year funds are used to install one more shelter this year, St Christopher's Close (priority 1) unless there would be delays over ownership or groundworks in which case Alabare as priority 2 would be supported. The next Area Board to be approached for a grant.

**Planning Permission.**

Planning permission will normally be needed for Bus Shelters that are close to property. There are exceptions and Part 12 Permitted Development can be used where the land is owned by the Council and there are unlikely to be any objections. Time for planning permission should be allowed.

Cllr Andy Birkett  
Acting Chair for meeting.

14 October 2020

## **Bus Shelters and the Environment.**

### **Assumptions important to the PC**

Protecting the Environment – promoting clean air, health and well-being, equality, and community safety.

### **Issues:**

Positioning, width of footway, road safety (sight lines) and location of underground services

Waiting and alighting bus stops. Costs and prioritising need.

### **Why are bus shelters important?**

Bus shelters should provide a place to sit, protection from harsh weather such as wind rain, snow or excessive sunlight, and a feeling of safety and security. People need to know when a bus will arrive and where it will go.

Bus shelters provide for young and older people equally along with passengers with disabilities. A blind person is more likely to be noticed waiting for the bus when a shelter is provided. A well-designed shelter located wisely provides a safe place to wait for the bus.

They also provide an incentive to residents to use the bus services and not to make short journeys in their cars.

### **Why is encouraging residents to use bus services important to Laverstock and Ford PC?**

The Neighbourhood plan team states on their website that they/we want to improve the social, economic, and environmental well-being of Laverstock and Ford Parish.

### **Protecting the Environment – promoting clean air, health, and well-being.**

In Laverstock and Ford Parish bus journeys are in general taken to travel into the city of Salisbury, a journey of four miles from Longhedge, three miles from Old Sarum and 2 miles from Laverstock and Bishopdown Farm.

Motorists are exposed to the highest level of harmful emissions at the start of every journey, research shows. Emissions systems that are built into cars to capture harmful pollution take around five minutes to warm up and activate, resulting in dangerous 'pollution bursts' in the initial moments drivers and their passengers are en route.

Many residents are needlessly exposing themselves to these higher toxicity levels to travel paltry distances that could easily be covered by other means. According to figures from driving licence check firm Licence Bureau, 56 per cent of all car trips are less than five miles in length and six per cent cover less than a mile.

While drivers might assume that these short journeys are doing little to harm to their health, the latest stats from Emissions Analytics show that the time spent in a car to cover these short distances are not sufficient for a vehicle's pollution control system to warm up and become fully functional.

After reviewing a number of new models last year, it found that it can take more than five minutes for pollution control systems to reach operating temperatures, thus allowing harmful nitrogen oxides (NOx) to be emitted into the air and the car's cabin.

While diesel cars have a much higher NOx output, proportionally it is petrol cars that perform worse in the first minutes of driving, the study showed.

It means that for a journey of five miles covered at an average speed of 30mph, half of the 10-minute trip would have exposed the car occupants to these higher pollution levels.

According to Global Action Plan, air pollution causes heart disease and worsens asthma in both adults and children.

Young children and those with heart and lung problems are most at risk if exposed to areas of high air pollution, which prematurely kills an estimated 29,000 people every year - around 80 a day.

It seems there is a high price to pay for getting behind the wheel.

### **Issues:**

The positioning of bus shelters immediately outside of someone's property will need careful and sensitive handling. Some bus stops are on grass areas and not on footpaths.

The Park and Ride services 7 & 11 have circular routes where they travel through the parish and each bus stop is therefore a wait and alight stop. Whereas the routes R6, 66, 87, 88 and X4 are there and back routes covering Allington, Shipton Bellinger, Winterslow and Pewsey. The bus stops therefore divide between those 'waiting' stops which need shelters and those 'alighting' stops that do not.

A good example of this is Church Road in Laverstock. On the school side passengers will need a shelter as they wait for their bus into the city whereas on the resident side they will not as once they have alighted the bus they will walk home.

### **Costs and Prioritising of need.**

Three bus stops in Bishopdown Farm have been nominated along with three from Laverstock and one from Old Sarum. There is provision in this year's budget for one additional bus shelter to be provided and I request that this budget provision is renewed annually until all suitable (safe) bus stops provide protection for their passengers.

Matched funding has been suggested in the past and this should be revisited.

It is my personal belief that the parish council should promote and incentivise the use of public transport for health and environmental reasons and further that no passenger should have to stand unprotected from the elements for doing so.

Lesley Waller

5<sup>th</sup> October 2020

**Attachment 2 to  
Facilities Management Group  
Meeting Notes 12 Oct 20**

**BUS SHELTER DEMAND AND USEAGE**

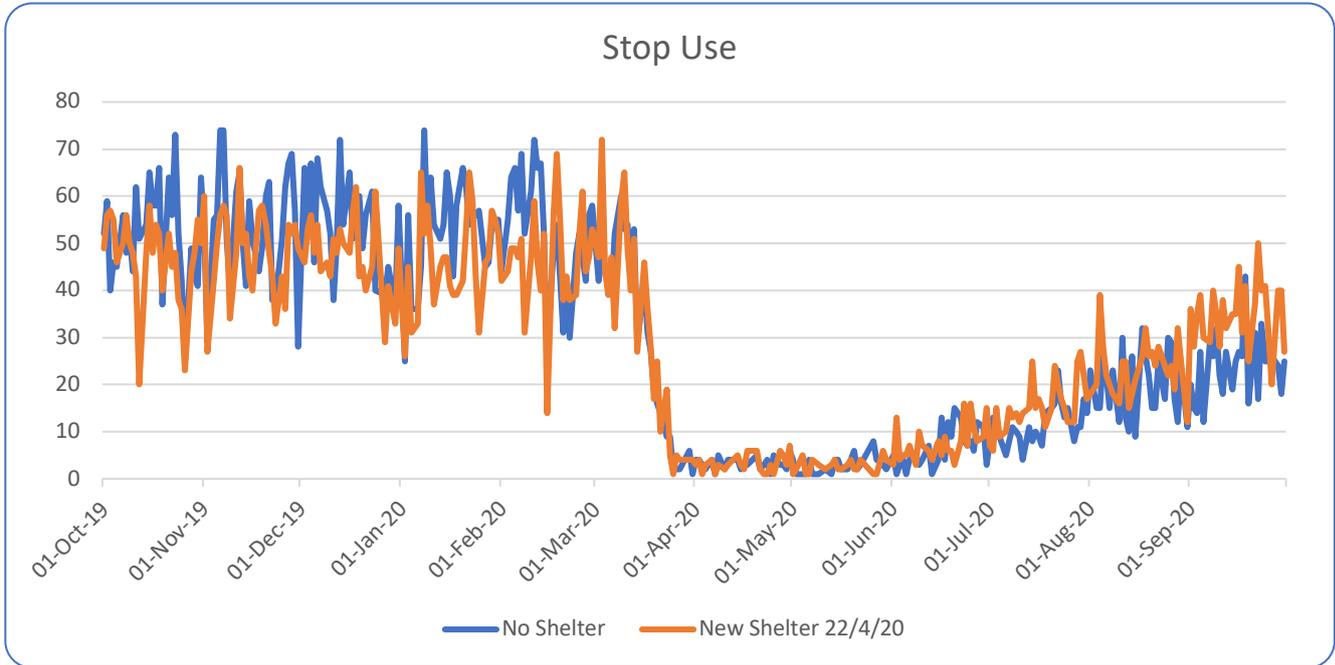
To assist the Facilities Group discussions at the forthcoming meeting (date tbc), I have summarised below the information obtained from Salisbury Reds regarding the use of stops within our Parish.

Below in descending order of use. Stops already with shelters already have been removed from the list.

STOP NAME	NOTES
The Three Schools, Church Road (Both sides)	Grass verge and pavement school side. Outside 13 Church Road (pavement only) opposite side.
Mayfair Road, Laverstock	Outside 36 and 38 on tarmac pavement
Sycamore Drive, Bishopdown Farm	Outside 6 Sycamore and opposite the end of Ash Crescent. Close to new shelter at Greentrees School.
The Green, Laverstock	Grass verge and pavement to rear of houses in Laverstock Park West (check ownership). Already a shelter on opposite side.
St Christophers Close, Bishopdown Farm	On St Thomas Way by bank of shrubs next to pavement, rear of houses on St Bedes Close (check ownership)
St Teresas Close, Bishopdown Farm	On St Clements Way. Wide grass verge and pavement probably WCC or Highway (check ownership)
Bishops Mead, Laverstock (Both sides)	On Church Road. Verge by field on school side (no pavement). Outside 85 Church Road on pavement opposite side.
St Andrews School, Laverstock (Both sides)	On Church Road. Grass verge outside school. Outside 13 Church Road on pavement opposite side.
Rosemary Close, Laverstock	On Vanessa Avenue outside 10 and 12 on pavement
Portway Garden Centre (Alabare), Old Sarum (Both Sides)	Large layby and grass verge outside garden centre heading out of town. Narrow pavement only opposite
Greenwood Avenue, Laverstock	Unmarked stop but outside 12/14 from Google Maps - pavement
Duck Lane, Laverstock	Narrow pavement at bottom of hill outside 3
Village Hall, Laverstock	Large grass verge outside village hall
William Close, Laverstock (Both sides)	On Riverside Road. Grass verge and pavement rear of houses school side, narrow tarmac pavement alongside river opposite
Bishopdown Farm Roundabout (Both sides)	On green outside cottages and opposite outside Parkwood. Outside of our Parish.
Springfield, Laverstock (Both sides)	Last stops on Church Road. Outside access steps to 100 on school side with grass verge but no pavement. No stop marked opposite but would be narrow pavement outside houses.

St Davids Close, Bishopdown	On St Peters Road, Grass verge by play area opposite St Davids Close
Greenwood Ave (top), Laverstock	Tarmac pavement o/s 124 and 126
Hampton Park Roundabout (both sides)	Layby and verge opposite garage (query ownership re supermarket development). Layby and verge outside garage. Outside of our Parish
St Thomas Bridge, Bishopdown Farm (Both sides)	Layby and verge opposite St Thomas Farm, and assume pull in for St Thomas Farm on opposite side
Broken Cross, Ford	No stops evident but verges only and no pavements
Industrial Estates, Old Sarum	Figures all appear grouped together for the two pairs of stops along the Portway serving the Industrial Estates. No shelters except one at Partridge Way.

As requested by Lesley, this is a representation of stop use over the past 12 months. The two stops with the new shelters are totalled together and shown in Orange. Two comparable stops on Bishopdown Farm, without shelters, are totalled and shown in Blue. A small sample, but this would indicate the two stops with the new shelters have recovered better in the easing of lockdown, than the stops without.



Regarding costing, I would recommend any future budgeting continues at around £6,000 per shelter. The two shelters from GW Solutions in April were :-

- St Thomas Way £5102 – Two Bay - cost included construction of new concrete base on grass bank at £919
- Sycamore Drive - £5640 – Three Bay but mounted on existing tarmac pavement.

The costs from other suppliers are all similar. The cost of a four-slat bench is approximately £100 more than the three slat. GW Solutions cannot supply a four-slat bench, so we would be unable to 'retro-fit' them to the existing shelters,

Tax base for 2021/2022 has not yet been published, but using this year's figure of 3803.85, each £6,000 shelter would impact Band D precept by £1.58.

Trudi Deane  
Assistant to the Clerk  
Laverstock and Ford Parish Council  
8 October 2020

**Attachment 3 to  
Facilities Management Group  
Meeting Notes 12 Oct 20**

*EXTRACT Of EMAIL DATED 4/10/20*

From: Andrew Prince <parish-clerk@laverstock-ford.co.uk>  
Date: 4 October 2020 at 17:33:47 BST  
To: Marti Hilliard <martihdorset@gmail.com>  
Cc: Lesley Waller <lesleywaller@laverstock-ford.co.uk>, Derek Hayes <Derekhayes@laverstock-ford.co.uk>, Andy Birkett <andybirkett@laverstock-ford.co.uk>, Trudi Deane <trudideane@laverstock-ford.co.uk>, Nick Baker <nickbaker@laverstock-ford.co.uk>  
Subject: Re: Facilities group virtual meeting - bus shelters and 2021 budget.

*Can I add that I support the view that there should be some criteria for erecting a bus shelter? It would be good if all Councillors surveyed and assessed their patch but that is not easy if you are not a bus user.*

*My own suggestions based on previous requests and passing observation would be:-*

*Outside Alabare on the Portway at Old Sarum. Requested by staff for use by vulnerable adults. A very exposed site. On Park and Ride route. The users come from all over Salisbury. Some walk, some are driven, some come by bus. Alabare should be able to quantify.*

*On Church Road, Laverstock, by the mini roundabout opposite Bishops Mead. The bus stop serves the 40 houses, 80 adults, of Bishops Mead plus Church Road residents. When a Councillor [REDACTED] lived opposite [REDACTED] reported that a resident complained about the exposed nature of the bus stop. An infrequent bus service and so long waits. The Idmiston and Tidworth buses use this route.*

*St Andrews, Laverstock next to Village Hall. On R6. I have no idea if Village Hall users need it but it does serve all of the council bungalows along St Andrews. One resident can often be seen waiting there with crutch type walking sticks. It is only 200m from the Hill Road shelter but that is a steep hill. Greenwood Avenue and surrounds on Red 6. When [REDACTED] was a Councillor [REDACTED] reported that there was a demand here but was not specific. And so it is down to staff or current councillors to survey and decide. Between the Duck Lane and Riverside Road bus shelters there are 5 bus stops.*

Andrew Prince  
Clerk & RFO  
Laverstock and Ford Parish Council  
4 October 2020

**Attachment 4 to  
Facilities Management Group  
Meeting Notes 12 Oct 20**

From: <lesleywaller@laverstock-ford.co.uk>  
Date: 10 September 2020 at 10:46:20 BST  
To: "Nick Baker" <nickbaker@laverstock-ford.co.uk>, "Marti Hilliard" <martihilliard@laverstock-ford.co.uk>, <Derekhayes@laverstock-ford.co.uk>, "Andy Birkett" <andybirkett@laverstock-ford.co.uk>, "Andrew Prince" <parish-clerk@laverstock-ford.co.uk>, "Trudi Deane" <trudideane@laverstock-ford.co.uk>  
Cc: "James Dean" <jamesdean@laverstock-ford.co.uk>, "David Lovibond" <davidlovibond@laverstock-ford.co.uk>, "Kevin Lynn" <kevinlynn@laverstock-ford.co.uk>, <tommaskell@laverstock-ford.co.uk>, "Alex Tucker" <alexxtucker@laverstock-ford.co.uk>, "Vic Bussereau" <vicbussereau@laverstock-ford.co.uk>  
Subject: For the particular attention of the Facilities Working Group and of interest to all PC members.

Good Morning

Autumn is approaching and our minds are turning to 2021/2022 budget forecasting particularly for this PC with the External Review coming to a conclusion ready for implementation with its inevitable financial implications

I would like to take this opportunity to draw your attention to the Bus Shelter budget for this financial year which I believe has a remaining budget in the region of £6K.

With this in mind I would like to propose the following:-

That the PC commissions the repair needed to the bus shelter in Sycamore Drive.

That the PC commissions the purchase of a bus shelter similar to that of the one at Sycamore Drive for the St Christopher's bus stop on St Thomas Way unless councillors nominate a more urgent need for a shelter in another ward.

That the PC (2021/2022) budget provides for the provision of two extra bus shelters on this popular bus route at the bus stops known as St Teresa's<sup>1</sup> and St David's Close in next year's budget unless councillors nominate a more urgent need for a shelter in another ward.

That these new bus shelters should have a four-panel wooden seat. The current provision provides a three wooden panel seat which is very uncomfortable, it is neither a perch nor a seat. At the bus stop on this route outside Lloyds Bank a four panelled wooden seat is provided which is much more comfortable. Don't just take my word for this, try it our yourself!

It is my personal view that our residents should not have to wait in the rain or other adverse weather conditions to catch their bus. The main users of this busy route are the older generation and mothers with young children.

I further believe that the PC should encourage the use of public transport for the benefit of the environment and sustainability.

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<sup>1</sup> Corrected to St Teresa's from St Ursula

Can the Facilities Working Group be convened to discuss this proposal in preparation for our next year's budget.

Sincerely

Lesley

This email was sent to you by Cllr Lesley Waller