

## Full Council

---

<b>Report Title:</b>	<b>Bus Shelters / Bus Stop Improvements</b>
<b>Meeting Date:</b>	<b>17 January 2023</b>
<b>Contact Officer:</b>	<b>Mandy Sturdy, Town Clerk Andrea Oughton, Operations Manager</b>

### Purpose of the Report

1. To provide additional information to support the Planning & Environment Committee's recommendation made on 20 December 2022 as follows:

***To accept ownership and the ongoing future maintenance of the new bus shelter at Thame Park Road from OCC, subject to information on the bus stop usage and further detail on the S106 funding availability / future maintenance funds.***

2. The report as presented to the Planning & Environment Committee can be found at Appendix A.

### Bus Stop Usage

3. OCC have advised *"Regarding bus stop usage, some bus operators keep a record of passenger numbers by fare stage, which will be a group of stops in an area. As far as I know, no operator records usage of specific stops."*

### S106 Funding Availability

4. Upon investigation of the S106 funds, TTC and OCC have identified some discrepancies in the figures. TTC has provided OCC with information to assist and they are currently investigating with the relevant teams internally.
5. If the figures are confirmed prior to Full Council, a verbal update will be given at the meeting. If not, this item will be deferred to Full Council on 28 February 2023, however it should be noted that OCC have indicated they intend to begin works to install the hard-standing surface at Kingsey Road w/c 20 February 2023. Works to install the bus shelter at Thame Park Road are due to start w/c 20 March 2023.

### Future Maintenance

6. Expenditure on bus shelter maintenance in Thame in recent years has been low (typical work includes graffiti removal), however available funds are depleted. The transfer of the remaining money from OCC will ensure sufficient funds are available for future maintenance.

### Risk Assessment

7. All bus shelters are insured by the Town Council as part of insurance for all street furniture.

8. Any graffiti removal and deep cleaning of the current bus shelters is usually undertaken by the Maintenance Team, with specialist contactors hired where necessary, and it is envisaged that this will continue to incorporate the new bus shelter.
9. Any remaining funds transferred from OCC for bus shelter maintenance will be ear marked for such work.

**Legal Powers:**

Local Government Act (Miscellaneous Provision) Act 1953, s.4

**Recommendation**

***It is recommended:***

- i) To accept ownership and the ongoing future maintenance of the new bus shelter at Thame Park Road from OCC.***

## APPENDIX A

### Planning & Environment Committee

---

<b>Report Title:</b>	<b>Bus Shelters / Bus Stop Improvements</b>
<b>Meeting Date:</b>	<b>20 December 2022</b>
<b>Contact Officer:</b>	<b>Mandy Sturdy, Town Clerk Andrea Oughton, Operations Manager</b>

### Purpose of the Report

1. To consider the provision of a new bus shelter at Thame Park Road and the ongoing maintenance.
2. To note the proposed improvement works at Kingsey Road bus stop.
3. To note the intended transfer of S106 funds from OCC for future bus shelter maintenance in Thame.

### Background

4. The Town Council currently maintains eleven bus shelters at various locations in Thame (Oxford Rd, Aylesbury Rd, Howland Rd, High St, and Wenman Rd) and one in Moreton.
5. Thame Town Council has received requests from residents for the following:
  - A new bus stop at Thame Park Road (near Jane Morbey Road) to provide protection from adverse weather;
  - A hardstanding surface at the bus stop on Kingsey Road (opposite Churchill Crescent) as the current grass verge is getting very worn.
6. The above requests have been passed to Oxfordshire County Council (OCC) who have undertaken site visits and confirmed the works can go ahead and that there is sufficient S106 funding available.

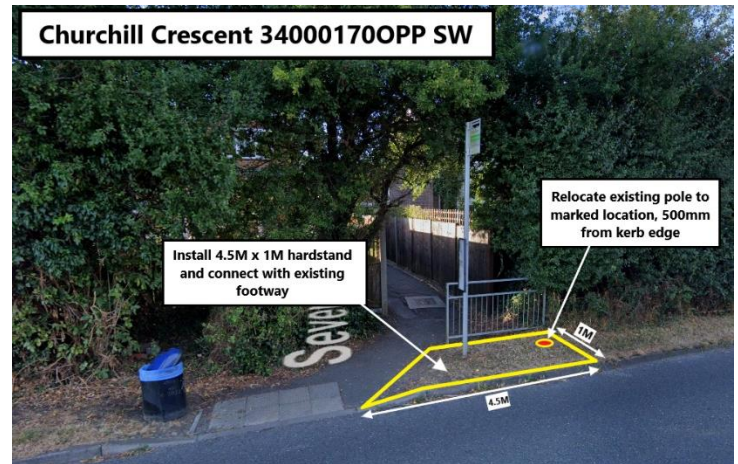
### New Bus Shelter – Thame Park Road

7. OCC initially had concerns that a bus shelter in this location could obstruct the footway, however further checks have identified that a shelter can be fitted with  $\frac{1}{4}$  ends.
8. As this will be a smaller bus stop than the newer stops at Oxford Rd / Wenman Rd, there will not be space for a display board case to display a town map.
9. If approved by TTC, OCC installation will be w/c 20<sup>th</sup> March 2023.



## Bus Stop – Kingsey Road

10. The proposed works can be seen on the image (right).
11. If approved by TTC, OCC installation will be w/c 20<sup>th</sup> February 2023.



## Resource Appraisal

12. Oxfordshire County Council (OCC) have £10,839.39 of S106 funding towards bus shelters and bus stop improvements in Thame. They are recommending that £7,000 be drawn down from this for the new bus shelter and bus stop improvements, and that the balance be transferred to Thame Town Council for future maintenance of bus shelters in the town.
13. The Operations Manager (TTC) has been made aware of the works and has no issues in terms of maintenance.

## Risk Assessment

14. All bus shelters are insured by the Town Council.
15. Any remaining funds transferred from OCC for bus shelter maintenance will be ear marked for such work.
16. Any graffiti removal and deep cleaning of the current bus shelters is undertaken by specialist contactors and it is envisaged that this will continue to incorporate the new bus shelter.

## Legal Powers:

Local Government Act (Miscellaneous Provision) Act 1953, s.4

## Recommendation

### *It is recommended:*

- ii) ***To Full Council to accept ownership and the ongoing future maintenance of the new bus shelter at Thame Park Road from OCC.***
- iii) ***To note that the outstanding s106 bus shelter funding from OCC will be transferred to the Town Council and earmarked for future maintenance of bus shelters within Thame.***
- iv) ***To note the bus stop improvements scheduled for Kingsey Road / Churchill Crescent to add a hardstanding surface.***