

Making changes to bus routes and bus stops

We require notification of works affecting stops and bus routes in order to ensure that passengers are sufficiently informed and bus operators are notified of any changes which come about as part of the development or construction works. Changes to bus routes also need to be discussed with West of England Combined Authority (WECA) to ensure that bus information is up to date. For that reason it is essential that you discuss your proposals with us early in the process to allow for this to be built into the programme of works.

Shelter replacement / installation process

Bus shelters take a considerable length of time to be procured and delivered. We require a minimum of 16 weeks to order and take delivery of shelters from a point when a detailed design with proposed highway levels and details of underground utilities has been established. Developers will need to ensure adequate lead in time within their works programme to ensure that any works are not delayed.

Where bus shelters are to be provided, they will be ordered by us on behalf of the developer.

Flags, posts and timetable cases will also be ordered by us, on behalf of the developer, with sufficient notification.

Where developers need to undertake highway work, which may include the upgrading of a stop, the programme should be coordinated with us to reduce the impact on the highway network. Please refer to the Bus Shelter Installation timeline below for more detailed information on the programme for installation.



Fig 1: Bus stop, North Street

We are also able to arrange for the coordination of electrical works but this can take around 8 to 10 weeks to programme. Alternatively developers are able to use their own electrical contractors if they are suitably qualified.

Permanent changes to bus routes

Where bus services need to be permanently diverted, Bristol City Council and WECA will also need a minimum of 10 weeks notification (and where we need to order infrastructure or change TRO's, the lead-in times may be higher) in order to discuss alternative routes with service providers, change the bus registration through the Traffic Commissioner, and make alternative arrangements.

Temporary changes to bus stops

Where bus stops are to be altered, in accordance with [The Bristol Code of Conduct for Street Works and Road Works](#), the developers' contractors must ensure that we are notified prior to the commencement of the works in order that the bus stop can be taken out of commission or a temporary stop located away from the works. This notification period will vary depending on the duration and number of bus stop suspensions required, but the

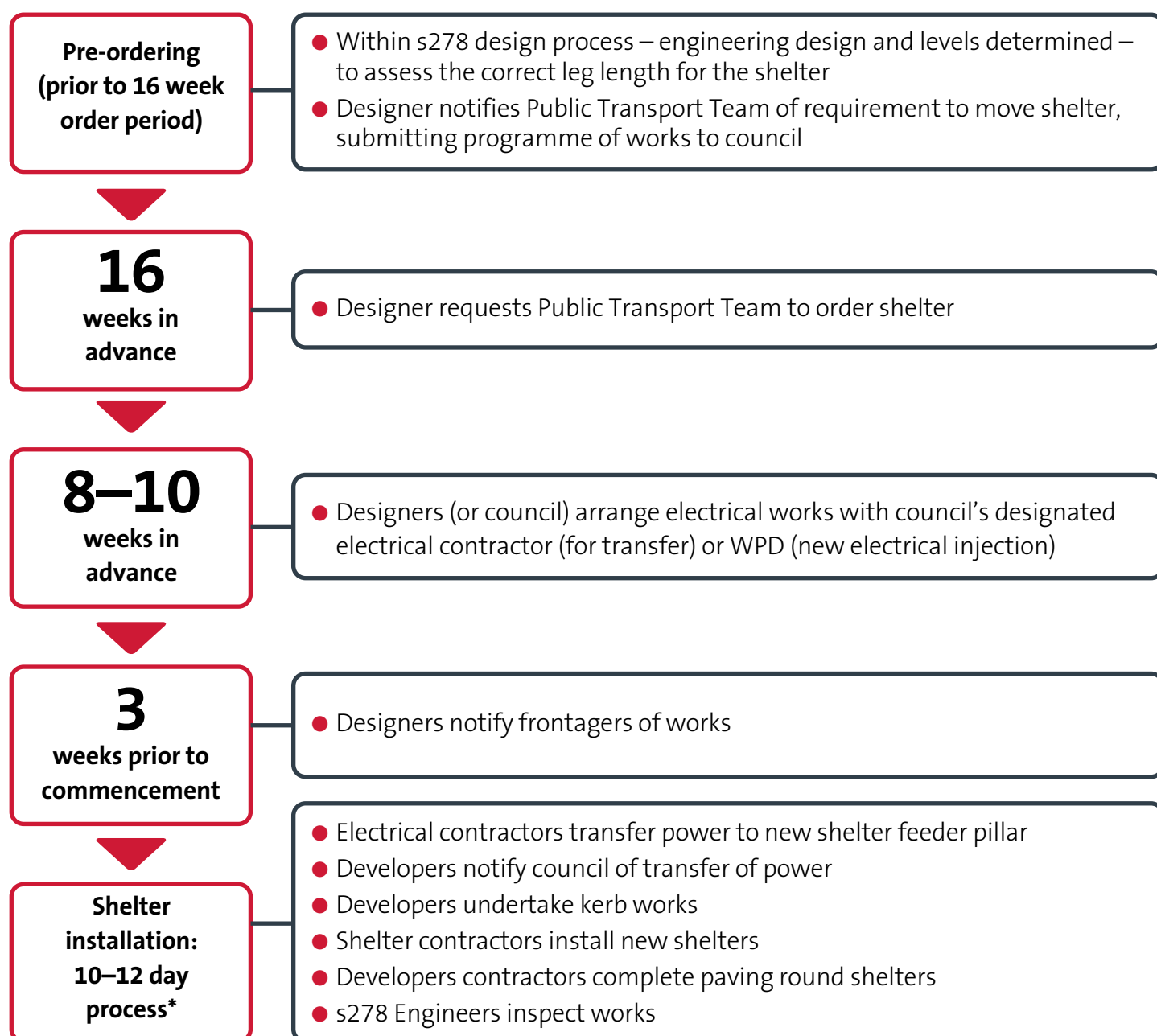
minimum notification period is one week for a single stop. To notify us of works impacting on bus stops, e-mail at: public.transport@bristol.gov.uk

Temporary changes to bus routes

Where bus services need to be temporarily diverted, Bristol City Council and WECA will need a minimum of eight weeks notification in order to discuss alternative routes with service providers, and make alternative arrangements.

Shelter Installation timetable

Fig 1: Diagram showing shelter installation timetable



* Whilst the majority of shelters take 10-12 days to install, it can take up to 21 days if requirements such as concrete pads are needed

Indicative programmes for the replacement of existing shelters

Table 1: The following indicative programme details the replacement of a shelter in roughly its existing position. However, the programme may vary when considering a new shelter location. Bristol City Council's Public Transport Team will need to be involved throughout the process as they manage the shelter contractor. It is best practise to leave more time than is needed between actions to overcome issues such as with contractor availability or supply issues.

Responsibility	Action	Day:	1	2	3	4	5	6	7	8	9	10	11	12
Developer's contractor	Excavate to supply in existing shelter, excavate in new supply location and install feeder pillar as specified by the council	1												
BCC street lighting / WPD	Transfer supply from existing shelter to feeder pillar	2												
Shelter contractor / Developer's Electrical Contractor	Remove existing shelter	3												
Developer's contractor	Commence raised platform works and install ducting from feeder pillar to new shelter location (timescale dependant on size of raised platform and shelter)	4–6												
Shelter contractor	Install new shelter, wiring for courtesy lights, advertising panel and RTPI with RCDs in base etc (timescale dependent on size of shelter)	7												
BCC street lighting contractor	Install a supply loop cable and isolator in the feeder pillar and shelter and connect up to RCDs/PEC using ducting provided	8												
Developer's contractor	Complete paving in and around new shelter (timescale dependant on size of raised platform and shelter)	9												
Shelter contractor	Energise the shelter and carry out full electrical installation testing as per the council's test certificate	10												
BCC's street lighting contractor	Return to test the energised loop cable and the councils technicians receive electrical test certificates and carry out full inspection prior to approval	11												
	All test certificates received by the council and the electrical infrastructure is registered on Mayrise													
BCC Public Transport Team	Carry out SATs after which decisions on any snagging need to be made													