

By email

13 September 2013

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Dear Mr Bodnar

Request for information 2013/102

I refer to your request for information dated 13 August 2013, which was received by Greater Wellington Regional Council (GWRC) on 13 August 2013. You have requested the following information:

“I am interested in the process that GWRC uses for funding and installing/maintaining public transport shelters. Specifically, I would like the following questions answered.

- 1) What were the annual allocated budgets from 2007-2013 for new public transport shelters and for maintenance on existing shelters?*
- 2) What were the actual expenditures over the same time period?*
- 3) What process is undertaken to decide whether new shelters are required at a given location?*
- 4) What process is undertaken to decide the priority of new shelter projects?*
- 5) Which other local authorities are responsible for shelters and how is the jurisdiction arranged?”*

Each of your questions is answered as follows:

- 1) What were the annual allocated budgets from 2007-2013 for new public transport shelters and for maintenance on existing shelters, and;**
- 2) What were the actual expenditures over the same time period?**

Figures given are exclusive of GST.

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Bus Shelter Maintenance

Year	2007	2008	2009	2010	2011	2012	2013	2007-13
Budget	428,000	553,500	667,500	707,400	658,000	782,140	789,140	4,585,680
Actual	463,276	610,745	695,507	610,532	698,053	758,141	806,301	4,642,554

New Replacement Shelters

Year	2007	2008	2009	2010	2011	2012	2013	2007-13
Budget	170,000	235,000	250,000	250,000	250,000	250,000	250,000	1,655,000
Actual	186,476	204,893	187,502	291,716	255,613	234,543	238,165	1,598,908

Rail Station Shelter Maintenance

Prior to 2013, most rail station shelter maintenance was carried out by KiwiRail as part of an agreement with GWRC. In 2013, this function was directly contracted by GWRC and, as a result, 2013 figures include all maintenance of station assets, not just the shelter component.

Year	2007	2008	2009	2010	2011	2012	2013	2007-13
Budget	121,600	153,000	150,000	150,000	150,000	150,000	1,251,000	2,125,600
Actual	103,705	74,521	332,639	82,566	136,061	319,610	1,440,153	2,489,254

In addition to the expenditure identified above, the following work was undertaken upgrading rail stations where expenditure on shelters was not separately identified:

- As part of the Wellington Area Rail Projects, upgrades were completed to rail stations, platforms and associated track-works
- Upgrades to Naenae and Tawa station upgrade also incorporated work on subways and overbridges

3) What process is undertaken to decide whether new shelters are required at a given location, and;

4) What process is undertaken to decide the priority of new shelter projects?

GWRC has recently developed a priority tool to help with the analysis of bus stop investment at all locations in the region. This tool allows GWRC to review and apply bus stop investment consistently across the region, to demonstrate a robust, consistent approach to the prioritisation of investment, and to clearly demonstrate and repeat the underlying reasons behind assessed prioritisation ratings. If required, it also provides a clear audit trail to justify expenditure.

We have identified relevant criteria that would be expected to influence the importance of investing in a new asset. These criteria include:

- Location
 - Distance from other stops on that route
 - Topography
 - Proximity to other shelters (when assessing shelters)
 - Proximity to other sites
 - Interchanges / hubs
 - Proximity to other key sites (for example, rest homes, shopping centres, schools etc)
- Patronage
 - Numbers boarding buses
 - Peak patronage
 - Off-peak patronage
 - Forecast future demand
- Frequency
 - Number of buses stopping at the stop
 - Buses on each route at a stop
- Topography/Weather
 - How exposed the stop is to weather
 - Gradient to the next bus stop

The tool shows us the following which we use to make our investment decisions.

- The priority of each bus stop (how important is it compared to other bus stops)
- The present location of assets by importance
- Which bus stops need infrastructure investment
- The gap between what we have and what we may want

5) Which other local authorities are responsible for shelters and how is the jurisdiction arranged?

Most of the bus shelters in the Wellington region are owned by GWRC, Adshel, or Wellington City Council (WCC). In general, bus shelters are located on land owned by either the local territorial authority (TA) or the New Zealand Transport Agency (NZTA).

With agreement of the TAs, GWRC maintains the shelters under its maintenance contract for the region. An exception to this is the shelters in Wellington City, which are maintained by WCC. WCC receives funding for shelter maintenance from GWRC.

The allocation of new shelters is undertaken by GWRC in consultation with the TAs, other than in Wellington City. GWRC seeks permission from a TA to locate assets on their land when it is required. If a shelter in a new location is proposed, GWRC will assist the TA with the process required by section 339 of the Local Government Act 1974, which expressly allows TAs to erect transport shelters on the footpath of any road, and sets out a notification and objection process for them to go through. WCC undertakes the allocation of new shelters and construction themselves.

All renewals of bus shelters are prioritised by asset condition and are undertaken by GWRC.

If you have any concerns with the decision(s) referred to in this letter, you have the right to request an investigation and review by the Ombudsman under section 27(3) of the Local Government Official Information and Meetings Act 1987.

Yours sincerely



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