

Partnership Agreement between WALGA and the Public Transport Authority:

Defining the Roles and Responsibilities for the Planning, Installation and Maintenance of Bus Stop Infrastructure

2018/19 - 2022/23



**Public Transport
Authority**



WALGA

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1. Preliminaries

The Public Transport Authority (PTA) and Local Governments in Western Australia recognise the importance of public transport in achieving efficient personal mobility and the importance of making public transport an attractive option for West Australians. There are over 13,000 public transport bus stops in Western Australia that must be upgraded to comply with the Disability Standards. This Agreement will assist in ensuring that investments by the PTA and Local Government in bus stop infrastructure deliver good value to the community. This Agreement is made subject to the provisions of the *Local Government Act 1995*; the *Public Transport Act 2003* and the *Land Administration Act 1997*.

2. Parties to this Agreement

In entering this Partnership Agreement both State and Local Government recognise that they have an interest and role in the provision and improving bus stop infrastructure, and pathways to bus stops for the people of Western Australia.

The signatories to this Partnership Agreement are:

- Public Transport Authority of Western Australia: Managing Director; and
- Local Government: President, Western Australian Local Government Association (WALGA).

3. Definitions

Ancillary Bus Stop Infrastructure means fixtures and fittings which are erected or installed immediately adjacent to Core Bus Stop Infrastructure, including (without limitation) bus shelters, bins, seats and footpaths.

Consultation means seeking and providing information to/from the other party regarding plans that may affect the other party's current or proposed infrastructure; for each party to have regard for advice provided and offer feedback concerning the final decision.

Core Bus Stop Infrastructure means a bus stop pole, a level concrete hard-stand passenger boarding area at correct kerb height, tactile ground surface indicators and up

to three metres of connecting concrete pathway (as specified in the Public Transport Bus Stop Design Guidelines in Schedule 1).

Disability Standards means the Commonwealth Disability Standards for Accessible Public Transport ('Disability Standards') 15 August 2002 which created a legal duty under the *Disability Discrimination Act 1992* (DDA) to construct all new bus stops to this standard and to progressively upgrade all existing bus stops to achieve full compliance to the Disability Standards by December 2022.

Infrastructure Commercial Agreement means a legally binding contractual agreement between Local Government and another commercial entity that places an obligation upon that entity to provide, design, construct, install, and maintain infrastructure such as bus shelters, seats and rubbish bins (and may include payment obligations) for a fixed period of time in return for receiving the advertising rights on the relevant infrastructure.

Local Government means a local government established under section 2.5 of the *Local Government Act 1995*.

Maintenance means all activities undertaken to preserve infrastructure in serviceable condition, including restoration of existing items which have been damaged but can be repaired without replacement with entirely new infrastructure (e.g. painting, replacing broken, damaged or scratched panels/glass etc).

Partnership Agreement means this agreement.

PTA means the Public Transport Authority of Western Australia, a body corporate established under section 5 of the PTA Act.

PTA Act means the *Public Transport Authority Act 2003* (WA).

Road Reserve means the area of land provided under section 55(1)(a) of the *Land Administration Act 1997* typically from the property boundary on one side to the property boundary on the other side provided for public travel, including roads, lanes, car parks, footpaths, bridges, reserves and nature strips.

Upkeep means updating timetable and signage information at bus stops which is undertaken by the PTA.

4. Preamble

This Partnership Agreement provides the general framework through which the planning, installation and maintenance of bus stop infrastructure on Road Reserves will operate throughout Western Australia. The Partnership Agreement is based on negotiations and discussions between the parties and the general template for State/Local Government Partnership Agreements. This Agreement applies to Local Governments with regular public transport SmartRider ticketed services operating in its boundaries.

This Partnership Agreement is predicated on PTA and Local Governments mutual understanding of their legislated functions and histories of collaboration (including financial collaboration) with respect to bus stop infrastructure in the Road Reserve.

4.1. Road Reserve

Responsibility for assets and infrastructure located in the Road Reserve is complicated in nature making the issue of responsibility for bus stop infrastructure similarly complicated. Most suburban bus stops are located in the Road Reserve which is provided under Section 55 (1)(a) of the *Land Administration Act 1997*.

Under section 16 of the *Main Roads Act 1930*, the Commissioner of Main Roads is responsible for care, control and management of land over which a main road or highway is declared (that is the area incorporating the Road Reserve).

Under Sections 3.53(2) and 3.1 of the *Local Government Act 1995*, the relevant Local Government is responsible for controlling and managing roads that do not fall within the control of the Commissioner of Main Roads (that is all other roads).

Complicating the circumstance is the fact that various Government Agencies access the Road Reserve for the purpose of providing services for the benefit of the whole community. Common examples include infrastructure required for the provision of water, electricity, gas and telecommunications where the entity installing the infrastructure in the Road Reserve is responsible for its ongoing maintenance. Similarly, for any bus stop infrastructure located in the Road

Reserve, the owner of the asset is responsible for its ongoing care and maintenance.

4.2. History of Bus Stop Infrastructure

Historically, the PTA (and its predecessors such as the Metropolitan (Perth) Passenger Transport Trust and the Department of Transport) has been responsible for determining the locations of bus stops in the Road Reserve and for installing and maintaining them. Local Government has traditionally taken responsibility for the installation and maintenance of Ancillary Bus Stop Infrastructure located in the Road Reserve.

However, in recognition of the particular enhanced amenity derived from bus shelters for intending passengers and the general community, the State Government has traditionally provided funding support (using various funding support arrangements) for Local Governments to provide bus shelter infrastructure located in the Road Reserve.

4.3. Disability Standards

The PTA has undertaken extensive community consultation with various groups representing people with disabilities to establish a set of standard bus stop layouts applicable to a variety of circumstances typically encountered, as detailed in the PTA Bus Design Guidelines in Schedule 1.

In December 2009 the State Government formally recognised its obligations under the *Disability Discrimination Act 1992* and the Disability Standards by providing funding to the PTA to progressively upgrade Core Bus Stop Infrastructure at all bus stops across the State to achieve compliance to the Disability Standards.

The parties acknowledge that there are compounding legislative uncertainties with respect to the interaction between the *PTA Act 2003*, the *Land Administration Act 1997* and the *Local Government Act 1995*. This Partnership Agreement seeks to develop a framework for each party to work within, in a partnership approach.

5. Principles

The following principles will be achieved through open and honest consultation, engagement, communication, participation, cooperation and collaboration between the parties at both the strategic and operational levels.

All parties are committed to a partnership approach in delivering Disability Standards-compliant bus stop infrastructure that connects with the local footpath network wherever possible.

The parties recognise that a partnership approach between State and Local Government:

- is essential for the continued delivery of Core Bus Stop Infrastructure and Ancillary Bus Stop Infrastructure for the Western Australian community;
- will provide a high level operational framework for the parties to follow; and
- will be sensitive and responsive to the functions, needs and constraints of both spheres of government.

The parties involved will:

- identify and understand the roles and responsibilities of both spheres of government within this Partnership Agreement;
- ensure that these roles are considered and respected in the decision making process;
- commit to open and timely communication on all aspects of this Partnership Agreement;
- undertake purposeful consultation at mutually agreed stages to facilitate understanding and agreement;
- recognise that new partnership agreements can be initiated by either State or Local Government;
- promote a realistic approach to funding and resource issues;
- utilise a transparent approach where changes to roles, responsibilities and budgets are negotiated and agreed and resources necessary to implement changes are identified; and
- adopt clearly defined reporting, dispute resolution and review mechanisms.

6. PTA programs and subsidy arrangements

6.1. Bus Stop Accessibility Works Program

In January 2010 the PTA formally commenced its Bus Stop Accessibility Works Program (BSAWP) which aims to upgrade a minimum of 600 bus stops each year to achieve compliance to the Disability Standards. The BSAWP is a long-term program to upgrade all public bus stops in the State to comply with Disability Standards, costing the State in the order of \$88 million.

Works under the BSAWP require considerable effort in planning and design before site works commence and the PTA will:

- consult and work with the relevant Local Government about the planned works with the intention of minimising any adverse impacts from these works (as far as reasonably practicable); and
- notify nearby residents about any planned works prior to commencement.

Any issues or complaints about these works received by Local Government from the public or affected residents should be directed as soon as reasonably practicable to the PTA for resolution by the PTA.

BSAWP works typically include: installation of a bus stop pole or information module in correct position; construction of a level concrete hard-stand passenger boarding area at correct kerb height; installation of tactile ground surface indicators; and construction of up to three metres of connecting pathway to the existing footpath network (as specified in the PTA Bus Stop Design Guidelines in Schedule 1).

Bus stop upgrades are planned and managed by the PTA with external contractors undertaking all site works. Prior to undertaking any works, the PTA will firstly validate that the existing bus stop location meets all of its safety, operational and community requirements and that it can be physically upgraded to comply with the Disability Standards. If these requirements cannot be met, the PTA will typically select an alternative suitable stop location and consult with the relevant Local Government about that location.

Further details and typical bus stop design scenarios are detailed in Schedule 1 – PTA Bus Stop Design Guidelines.

6.2. Bus Shelter Subsidy Program

The Bus Shelter Subsidy Program (BSSP) is administered by the PTA and provides funding in approved circumstances for Local Governments (and other entities) for the purpose of installing bus shelters.

Annual funding for the BSSP is currently limited to \$500,000 per annum and applications are considered by the PTA on an ongoing basis using criteria detailed in Schedule 2. The allocation of BSSP funds is a transparent process and a list of project applications and approvals will be maintained by the PTA and be made available to WALGA annually.

Under the BSSP, the PTA typically takes responsibility for undertaking all physical works to install bus shelters and Local Governments are responsible for undertaking any required community consultation before work proceeds. In limited circumstances (typically for bus shelters located in regional areas), it may be more practical for Local Governments to purchase and install a bus shelter. In this circumstance, the PTA may agree to provide an equivalent amount of BSSP funding for this purpose.

The PTA maintains a bus shelter panel contract arrangement that provides a suite of standard bus shelter designs that can be selected by Local Governments under the BSSP. Local Governments seeking funding support under the BSSP are required to use only those bus shelter designs available through the PTA's panel contract to prevent the proliferation of different bus shelter designs across the State. The PTA regularly reviews its panel contract arrangements for the purpose of ensuring a reasonable suite of bus shelter options are available at competitive prices.

Under BSSP funding arrangements, the relevant Local Government must pay to the PTA the required financial contribution and accept ownership and ongoing maintenance responsibility of the bus shelter. The PTA will construct a compliant passenger boarding area and contribute 50% of the supply and installation cost of a bus shelter to a maximum amount of \$7,000 (i.e. total bus shelter cost of \$14,000).

If a higher cost bus shelter is selected, the applicant will be required to pay for the balance of funds. The intent of this arrangement is to encourage the selection of value for money bus shelter options to maximise the overall community benefit provided through the BSSP. The PTA's maximum bus shelter financial contribution amount of \$7,000 will be indexed annually by movements in the Perth (All Groups) Consumer Price Index.

Where a Local Government seeks to install a bus shelter at a bus stop location that is not eligible for BSSP funding support from PTA the Local Government should consult with the PTA not less than 12 months in advance of intended shelter installation to ascertain the bus stop location's status in PTA's BSAWP forward works schedule. If the bus stop location has not been upgraded this consultation may provide opportunities for the Local Government to mitigate obligations arising from section 32.1 of the Disability Standards whereby the Local Government would otherwise become responsible for making the bus stop boarding area compliant with the Disability Standards due to the shelter installation. In the case of non-upgraded locations, the PTA may, subject to BSAWP priorities and program flexibility, be able to schedule the upgrade of Core Bus Stop Infrastructure concurrent with shelter installation.

Should a Local Government elect to install a bus shelter of its own volition to a non-upgraded bus stop location and assume obligations arising under the Disability Standards, then a detailed drawing of the planned work must be submitted to the PTA for PTA's approval.

6.3. Bus Shelter Maintenance Assistance Scheme

In recognition of the costs incurred by Local Governments to maintain bus shelters, the PTA agrees to provide funding support to participating Local Governments under the Bus Shelter Maintenance Assistance Scheme (BSMAS). Total funding for the BSMAS will be capped to a total of \$500,000 per annum, with any increase in the annual funding cap being the subject of review and agreement by the State Government. Total funding cap reviews for the PTA's BSMAS will be undertaken at the discretion of the State Government but will occur no less than every five years.

BSMAS payments to Local Governments will be made on a per shelter basis and total payments will be capped to the total funding made available under the

BSMAS. Bus shelters provided to Local Governments under Infrastructure Commercial Agreements will be excluded from receipt of BSMAS payments. Local Governments must keep accurate and up to date data on all bus shelters provided under these arrangements and to make this information available to the PTA in a timely manner upon its reasonable request.

In consultation with WALGA, the PTA will undertake an annual review of the BSMAS rates taking into consideration; the number of eligible shelters and the overall fairness/equity of the BSMAS payment arrangements to the participants.

The PTA will make BSMAS payments annually in March. Payment will only be made to formal participants in the scheme and funds are not able to be carried forward to future financial years. To qualify, each Local Government must follow the spirit and intent of this Partnership Agreement and complete the “Participation Agreement” detailed in Schedule 4 on an annual basis.

7. Roles and responsibilities

7.1. General

The PTA is responsible for the planning and delivery of public bus services for the benefit of the local community which includes; selection of bus routes, setting of service frequencies, selection of bus stop locations and the operation of bus services. Local Government is responsible for the care and maintenance of its assets located within Road Reserve for the benefit of the local community. Whilst each party will remain ultimately responsible for the delivery and performance of its responsibilities, both parties agree to work collaboratively with the stated aim of minimising resultant issues for the other party as a consequence of any decisions made.

7.2. Core Bus Stop Infrastructure

The PTA is responsible for:

- ensuring bus stops are positioned in the Road Reserve in safe locations for pedestrians and road users in compliance with the *Road Traffic Code 2000*;
- ensuring bus stops are positioned at locations that best serve the public transport needs of the community;

- the installation of all Core Bus Stop Infrastructure at bus stops;
- the upkeep and maintenance of all Core Bus Stop Infrastructure;
- ensuring that all of its bus stops eventually comply, and continue to comply, with the access requirements of the Disability Standards; and
- providing patronage data for specific bus stops to Local Government when requested so that they can make informed decisions about bus shelters and other Ancillary Bus Stop Infrastructure.

7.3. Ancillary Bus Stop Infrastructure

Local Government may, at its discretion, install Ancillary Bus Stop Infrastructure (including bus shelters) in the Road Reserve and will be responsible for its ongoing care and maintenance unless the PTA has specifically agreed to take responsibility as detailed in section 7.4. To assist Local Government deliver these responsibilities the PTA provides funding through the following arrangements; the Bus Shelter Subsidy Program (BSSP) and the Bus Shelter Maintenance Assistance Scheme (BSMAS).

7.4. PTA owned Ancillary Bus Stop Infrastructure

- (i) The PTA may at its discretion, install Ancillary Bus Stop Infrastructure at bus stops located in the Road Reserve which it will own and be responsible for, including ongoing care and maintenance.
- (ii) The PTA recognises the growing importance of public transport services to the community and in the future it is likely that for some priority bus routes (and light rail), it may install bus shelters and other Ancillary Bus Stop Infrastructure in the Road Reserve for the benefit of public transport patrons. In this circumstance, the PTA will:
 - consult with the relevant Local Government prior to its installation or construction;
 - be the owner of the Ancillary Bus Stop Infrastructure; and
 - be responsible for its ongoing maintenance.
- (iii) All Ancillary Bus Stop Infrastructure in the Road Reserve currently owned and maintained by the PTA is detailed in Schedule 3. The PTA will update Schedule 3 and advise affected Local Governments if it installs additional items of Ancillary Bus Stop Infrastructure in the Road Reserve.

7.5. Responsibilities for compliance to Disability Standards

All Core Bus Stop Infrastructure and Ancillary Bus Stop Infrastructure installed or constructed by Local Government or the PTA, must eventually be compliant to the requirements of the Disability Standards and the PTA Bus Stop Site Design Guidelines as detailed in Schedule 1. The PTA is responsible for ensuring that public bus stops comply with the requirements of the Disability Standards and Local Government should consult with the PTA to ensure this is achieved before proceeding with any planned works (including Infrastructure Commercial Agreement arrangements) that may render a compliant bus stop non-compliant. Simple repositioning/replacement of existing or the installation of new Ancillary Bus Stop Infrastructure can have unintended consequences by blocking required access ways/clearances and render a compliant bus stop non-compliant to the Disability Standards which will need to be rectified.

8. Adding, removing, upgrading or modifying bus stop infrastructure

8.1. New Core Bus Stop Infrastructure

- (i) Before creating a new bus stop for a new or existing bus route and installing Core Bus Stop Infrastructure in the Road Reserve the PTA will consult with officers of the relevant Local Government to confirm the suitability of planned bus stop locations and invite comment for its consideration. The purpose of this consultation is to determine the suitability of each proposed stop location from a functional/operational perspective; this information is specifically not provided for the purpose of Local Government undertaking public consultation with nearby households, or for dissemination to elected members or officials that may attempt to exercise undue influence over the result – the PTA's decision making process for selecting bus stop locations is strictly limited to functional and operational matters and will not be influenced by extraneous issues. The PTA will, wherever possible, aim to produce mutually acceptable outcomes and provide feedback to Local Governments about its decisions if required.
- (ii) Before introducing a new bus route (that will ultimately require new bus stops as outlined above), the PTA typically undertakes a community consultation process, where Transperth patrons and relevant entities like Local

Government are invited to make comment for its consideration. The PTA commits to taking into consideration issues raised by affected participants, including Local Governments and, wherever possible, producing mutually acceptable outcomes.

8.2. Upgrading Core Bus Stop Infrastructure

- (i) Before undertaking BSAWP bus stop upgrade works to Core Bus Stop Infrastructure, at an existing bus stop located in the Road Reserve, the PTA will consult with the relevant Local Government and invite comment for its consideration. The PTA will, wherever possible, aim to produce a mutually acceptable outcome and provide feedback if required.
- (ii) PTA's BSAWP funding is limited and if a Local Government requires Core Bus Stop Infrastructure to be constructed with more expensive materials or construction techniques not typically used by the PTA (for example, paving, coloured/patterned concrete, pre-cast kerbing or in-situ concrete tactile pavers), the Local Government may be asked to fund the PTA's resultant additional costs of meeting such requirements.
- (iii) Where a Local Government nominates products not typically used by the PTA, the PTA will only consider use of those products if the Local Government agrees to accept responsibility for ongoing maintenance and any liability claims that may arise from those products.
- (iv) Once the PTA has upgraded a bus stop to achieve compliance to the Disability Standards, the relevant Local Government must not undertake or approve any activity or action at that bus stop location which will render the bus stop non-compliant.
- (v) The party responsible for rendering a compliant bus stop non-compliant will be responsible for resolving the issue to the reasonable satisfaction of the PTA, or for reimbursing the PTA's reasonable cost of resolving the issue (including the cost of installing a new bus stop with Core Bus Stop Infrastructure and any Ancillary Bus Stop Infrastructure, if applicable, at an alternative location if the original site is rendered unusable). Affected Local Governments should consult with the PTA to ensure proposed actions or approvals will not adversely impact upon a bus stop and the PTA commits to achieving mutually acceptable solutions.

8.3. Local Government works/approvals near Core Bus Stop Infrastructure

- (i) Local Government should consult with the PTA before undertaking any works or approvals near a bus stop which may impact on the functionality or safety of a bus stop location. Installations of additional traffic lanes, turn-pockets, roundabouts, pram ramps, pedestrian refuges, new or replacement kerbing, road resurfacing, pedestrian crossings, crossovers, property development approvals, new footpaths or footpath upgrades can adversely impact upon the functionality or safety of nearby bus stop locations on a temporary or permanent basis.
- (ii) If the works or approvals of a Local Government renders a nearby compliant bus stop non-compliant or unusable for bus operations, it will be responsible for resolving the issue, or for reimbursing the PTA's reasonable cost of resolving the issue (which may include the cost of installing a new permanent or temporary bus stop at an alternative location if the original site is rendered unusable). Local Governments should consult with the PTA to ensure that any proposed works near a bus stop will not adversely impact upon it and the PTA commits to achieving mutually acceptable solutions.

8.4. New Ancillary Bus Stop Infrastructure

- (i) New Ancillary Bus Stop Infrastructure or other incidental infrastructure installed by Local Governments (including bus shelters, seats and bins or any infrastructure provided under Infrastructure Commercial Agreements) can inadvertently render a compliant bus stop non-compliant. Before proceeding with the installation of any infrastructure or footpath modifications at or near to a bus stop (which may then become Ancillary Bus Stop Infrastructure or Core Bus Stop Infrastructure), the relevant Local Government should consult with the PTA to ensure the planned works do not adversely impact upon a bus stops compliance to the Disability Standards.
- (ii) When the PTA becomes aware of Ancillary Bus Stop Infrastructure obstructing the bus stop area and making it non-compliant, it will consult with the relevant Local Government with the intent of modifying the positioning or removing the Ancillary Bus Stop Infrastructure so that compliance can be restored as a matter of priority.

- (iii) As detailed in Section 7.4, the PTA may install Ancillary Bus Stop Infrastructure at bus stops located in the Road Reserve and be responsible for its maintenance.

8.5. Bus Stop Accessibility Works Program (BSAWP) and bus shelter impacts

Where the BSAWP affects an existing bus shelter that is not the subject of an Infrastructure Commercial Agreement the following applies:

(i) Retaining existing bus shelters

If the required upgrade works to the passenger boarding area does not necessitate the relocation of an existing bus shelter, and the existing bus shelter is serviceable but non-compliant to the Disability Standards, the relevant Local Government may elect to keep the bus shelter or make application to the PTA for a replacement bus shelter under the BSSP, subject to the requirements of the BSSP; or

(ii.) Repositioning or relocation of existing bus shelters

If the required upgrade works to the passenger boarding area necessitates the repositioning or relocation of the existing bus stop passenger boarding area inclusive of a bus shelter, the PTA will either:

- Fund the cost of relocating the bus shelter to the revised/replacement bus stop location, if the existing bus shelter is compliant to the Disability Standards and capable of being safely relocated,; or
- Remove the old bus shelter and fund the purchase and installation of a new bus shelter of its choosing at the new bus stop location from the PTA's bus shelter panel contract, if the existing bus shelter is not compliant to the Disability Standards and cannot be economically repaired or safely relocated, subject to the bus stop location satisfying the BSSP criteria. If a Local Government requires a higher cost bus shelter, it will be required to fund the PTA's additional cost. If the bus stop location does not satisfy the requirements of the BSSP criteria, in consultation with the relevant Local Government, the PTA will remove the existing bus shelter and undertake the required passenger boarding area upgrade works (unless the Local Government wishes to fund the full cost of a replacement bus shelter).

8.6. Planning for bus stop removals

- (i) Before making the decision to cancel or significantly modify an existing bus route which may result in existing bus stops being moved or deleted, the PTA typically undertakes a community consultation process and relevant entities such as affected Local Governments will be invited to make comment for its consideration. The PTA commits to taking into consideration issues raised by all participants, including affected Local Governments and, wherever possible, producing mutually acceptable outcomes.
- (ii) Local Government decisions restricting road utilisation, such as alterations to traffic flows or introduction of traffic calming measures can adversely impact on bus operations and the utility of existing bus stop infrastructure resulting in the need to remove a bus stop or change a bus route. Where a decision of Local Government could possibly render existing bus stops unusable and therefore require removal, the relevant Local Government should consult with the PTA to determine alternative solutions or the likely cost implication to the PTA of making this decision (which may ultimately be borne by that Local Government).

8.7. Cost implications of changes to bus routes and bus stop locations

As a general principle, it is agreed that whichever party makes a change (to the bus route or the road) which subsequently requires a bus stop to be moved then the party (PTA or Local Government) causing the change will be responsible for the resultant reasonable additional bus stop infrastructure costs incurred by the other party. In all bus stop relocation circumstances, both parties commit to working in partnership with each other to minimise the cost implications for the party meeting the costs.

8.7.1. Cost implications for bus stop changes caused by Local Government

If the affected bus stop(s) has not been upgraded to Disability Standards, the PTA's cost of removing Core Bus Stop Infrastructure is typically minimal and it will likely move the bus stop at no cost to Local Government as part of its normal operations, subject to PTA review and acceptance of the proposed location. However, where a bus stop has been upgraded by the PTA to Disability Standards and/or there is PTA owned Ancillary Bus Stop

Infrastructure in place, there will likely be significant cost implications to the PTA. Therefore, in this circumstance, if the bus stop needs to be moved due to the requirements of Local Government, the resultant reasonable costs of the PTA will be met by the relevant Local Government. Typical costs would likely include, but are not limited to, the removal of existing bus stop infrastructure and its relocation or the installation of new replacement infrastructure (inclusive of survey, design and approval costs).

8.7.2. Cost implications for bus stop changes caused by the PTA

If the PTA alters a bus route as part of its performance of its responsibilities and functions, the PTA will meet the cost of removing and relocating its bus stops and all reasonable costs incurred by Local Government to relocate and/or remove its Ancillary Bus Stop Infrastructure (including bus shelters) and making the redundant bus stop sites good (to a standard similar/acceptable to the immediate surrounding area), inclusive of remediating damaged kerbs and footpaths or the removal of unnecessary pram ramps.

The PTA will not be liable for claims from Local Government made with respect to moving Ancillary Bus Stop Infrastructure (including bus shelters) provided to Local Government under Infrastructure Commercial Arrangements. In limited and exceptional circumstances, the PTA will consider providing funding assistance.

8.7.3. Bus embayments no longer utilised

If a bus embayment is no longer required by the PTA for use as a bus stop, the PTA agrees to liaise with the relevant Local Government (or Main Roads Western Australia), to determine the required level of rectification that will be undertaken at the cost of the PTA.

8.8. Utility provider works impacting bus stop infrastructure

If a Local Government becomes aware of any utility works that will likely, or will, adversely impact upon a bus stop, the PTA should be advised as soon as practicable. Following Local Government advice of utility works, the PTA will liaise directly with the relevant utility regarding impacts upon bus stop locations.

9. Maintenance of bus stop infrastructure

9.1. Maintenance of Core Bus Stop Infrastructure

The PTA is responsible for maintaining and updating all of its Core Bus Stop Infrastructure to standards required by State Government. Any maintenance issues identified by Local Governments for Core Bus Stop Infrastructure should be reported to the PTA as soon as reasonably practicable for resolution by the PTA.

9.2. Maintenance of Ancillary Bus Stop Infrastructure

Maintenance of Ancillary Bus Stop Infrastructure provided by Local Government is the responsibility of the relevant Local Government. In recognition of the benefit derived by its patrons from the provision of bus shelters by Local Government, the PTA agrees to provide funding support to participating Local Governments under the “Bus Shelter Maintenance Assistance Scheme” (BSMAS) described in section 6.3 and detailed in Schedule 4.

Maintenance of Ancillary Bus Stop Infrastructure provided by the PTA is the responsibility of the PTA.

9.3. Bus Shelter Database

The PTA will maintain the primary bus stop and bus shelter database used to make BSMAS payments. WALGA/Local Governments agree to provide the PTA with updated/revised bus shelter information on a regular basis; but no less than annually, so that the accuracy of PTA’s database is maintained. In undertaking its duties, if the PTA becomes aware of discrepancies in the bus shelter database it will consult directly with the relevant Local Government to clarify and update the

primary database. Bus shelters provided under Commercial Infrastructure Agreements must be included in the bus shelter listing and be appropriately identified so that the PTA may exclude them from BSMAS payment arrangements.

9.4. Identification of Damage to Bus Shelters

Local Governments will use their own resources to identify damage to bus shelters and respond with maintenance as soon as reasonably practicable. Any bus shelter maintenance issues identified by the PTA through its staff, bus drivers or the public will be reported to the relevant Local Government as soon as reasonably practicable for its resolution.

10. Governance

10.1. Modification and review process

This Partnership Agreement is to apply from the date of both parties' signatures until 30 June 2023, with a formal evaluation commencing in January 2023. The formal evaluation process will be initiated and managed jointly by PTA and WALGA officers who will report with recommendations to the Managing Director, PTA and the WALGA State Council. This Partnership Agreement may be modified during the life of the agreement with the written consent of both parties.

10.2. Dispute resolution process

In relation to any matter that may be in dispute between the parties in relation to this Partnership Agreement, the dispute is to be resolved by the Chief Executive Officer of WALGA and the Director General of Transport working in good faith to achieve agreeable outcomes.

10.3. Break clause

This Partnership Agreement may be terminated at any time by the mutual agreement of the WALGA State Council and the Managing Director, PTA. Prior to terminating this Partnership Agreement it is intended that wherever possible and appropriate the parties use all available mechanisms to keep the Partnership Agreement alive and active.

10.4. Application of GST

- (i.) All monetary references in this Partnership Agreement are exclusive of GST.
- (ii.) Any monetary remittance by PTA to a Local Government under the BSMAS or BSSP will include GST.

10.5. Agreement in good faith

This is an agreement made in good faith based on the commitment of the parties to an effective and sustainable partnership. It does not seek to establish a legal relationship between the parties.

SIGNED on behalf of the PUBLIC TRANSPORT AUTHORITY by

Mark Burgess

Managing Director, Public Transport Authority

On ____/____/____ (date)

**SIGNED on behalf of the WESTERN AUSTRALIAN LOCAL GOVERNMENT
ASSOCIATION by**

Cr Lynne Craigie

President, Western Australian Local Government Association

On ____/____/____ (date)

PTA Bus Stop Design Guidelines



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1.1. Bus Stop Design

This document has been developed to comply with the requirements of the Disability Standards for Accessible Public Transport 2002 (the Disability Standards) and Australian Standards AS 1428.2 and AS 1428.4.

This guideline has taken into consideration the needs of the broader community, but especially those groups with enhanced requirements, including:

- Seniors using a frame, walking stick or motorised chair;
- People with ambulant disabilities;
- People using wheelchairs or scooters;
- People with vision impairment;
- Parents with prams, and
- Others including travellers with luggage, etc.

The bus stop boarding area designs in this document's Appendix are examples produced by the PTA in accordance with required standards and guidelines detailed in this document. The designs are provided for designers to use as a guide to produce drawings on PTA templates to required PTA standards for each specific bus stop location.

Compliance with the Disability Standards is one of the PTA's primary considerations when selecting new bus stop locations or relocating existing bus stops. This document applies to all public bus stops serviced by Transperth timetabled bus services and all public bus stops in regional towns that have SmartRider ticketing. It should be noted that dedicated school bus service bus stops do not need to meet all of these requirements.

1.2. Bus Stop Signage Positioning

There are approximately 13,000 bus stops in the Perth metropolitan area and around 3,000 in regional centres. The one common factor at each bus stop is the provision of a bus stop sign (or post) which is formally recognised in the Road Traffic Code as a parking control sign.

The position of the bus stop sign or post is critical as it is the reference point for bus drivers and determines where the bus driver should stop.

The bus stop sign/post must be installed 600mm from the kerb face and be placed 550mm from the edge of the warning Tactile Ground Surface Indicators (TGSIs).

1.3. Bus Stop Sign Types

The PTA has several types of bus stop signs and posts in use. All bus stop signs and posts feature a unique 5 digit stop number and the fare zone that the bus stop is located within. The main bus stop types are:

- Orange post – 75 mm x 50 mm x 3mm RHS, installed 1300 above ground level.
- Narrow InfoUnit - 236 mm x 45 mm aluminium extrusion, installed 2450 mm above ground level. Also features route and direction of travel information and approximate departure times specific to the bus stop location and stopping pattern information.

- Small InfoUnit - 236mm x 45mm aluminium extrusion, installed 1450mm above ground level. Also features route and direction of travel information.
- InfoCube – Cube version of the Narrow InfoUnit. Typically used in the Perth CBD, at Transperth stations and at selected bus stop locations where there is significant passenger movement.
- Perth CAT Modules - Only used at bus stops serviced by the Perth CAT bus routes.

The InfoUnit and InfoCube type bus stop signs are only installed at locations approved by the PTA and typically must satisfy a minimum number of daily passenger boardings/alightings or shall be located near to major attractors such as a shopping centres or aged care facility.

Where timetable information is displayed it will be placed on the approach side of the sign.

Bus stop signs or posts must be installed into a concrete surface within the boarding area as detailed in the approved design.

Where a bus stop is located within a bus embayment, the bus stop sign or post is to be placed 4 to 6 metres from the end of the embayment to the satisfaction of the PTA. This enables a bus driver to re-enter traffic more easily without slowing following traffic more than necessary.

1.4. Bus Stop Boarding Area - Construction Details

The boarding area at bus stops are to be constructed in accordance with PTA-approved designs only. If a design is being produced by a party other than PTA it must be provided to the PTA for approval on the PTA drawing template and must comply with the standards and guidelines detailed in this document.

The general requirements for bus stop boarding areas are as follows:

- The size of the boarding area for a bus stop location will be determined by the PTA but as a minimum shall be 3.5m wide x 2.5m deep.
- The entire boarding area (including the tactile ground surface indicators) must be considered an exclusion zone where no infrastructure (eg. Rubbish bin, seat, street light, planting, artwork etc.) can be installed (unless otherwise approved by the PTA) as it will obstruct the required manoeuvring area.
- The manoeuvring area for a wheelchair or other mobility aide must comply with AS 1428.2 (1992), clause 6.2. The minimum space required to allow a 180° turn is 2070mm in the direction of travel and a minimum width of not less than 1540mm. This manoeuvring area should not overlap the area required to deploy a bus ramp.
- The gradient of the boarding area shall be no steeper than 1:40 (2.5%) in any direction unless it is determined and accepted by the PTA that it is not practicable due to issues such as sloping topography.
- The finished boarding area surface is to be brushed/broom finished as this has been determined to provide a longer term better finish with less chance of future trip hazards.
- The concrete for the boarding area shall be a premix concrete that complies with all relevant Australian Standards (including but not limited to AS 1379). All concrete used in the work shall develop a minimum compressive strength of 25MPa at 28 days.

- The concrete used for connecting pathways leading to bus stops must comply with the specifications of the Local Government Authority (LGA) responsible for the local path network in the area.
- All concrete shall have an approved high early strength additive to give rapid hardening.
- The PTA will not accept any chips or uncontrolled cracks in the concrete.
- In approved circumstances the PTA may accept the use of compliant non slip pavers in place of concrete with the following conditions;
 - The ongoing supply of the pavers required for maintenance purposes will be the responsibility of the relevant LGA. The PTA requires confirmation in writing before approval of any drawings.
 - The relevant LGA must provide written notification advising the PTA that the LGA will accept liability for any future claims with respect to trip hazards in relation to the boarding area.
- A Polystyrene block (Poly block) is to be installed by the Contractor in the hardstand. The Poly block is to be positioned 500mm from the face of the kerb (refer to the Poly block detail in this document).
- Poly blocks should be 500mm L x 250mm W x 150mm D and can be supplied by the PTA. This should be noted on drawings submitted to the PTA.

1.5. Bus Shelters and Other Ancillary Infrastructure

Bus shelters, seats and rubbish bins installed at bus stops are referred to as Ancillary Infrastructure and are typically the responsibility of Local Government. Where provided, compliance with the requirements of this document is mandatory.

The PTA is responsible for the overall compliance of the boarding area. The installation of any ancillary infrastructure can render a compliant boarding area non-compliant. As a result when any replacement or new bus shelter, seat or rubbish bin is proposed to be installed, these works must be approved by the PTA in writing prior to any fabrication work commencing.

1.6. Rubbish Bins and Seats

Rubbish bins and seats installed at bus stops are the responsibility of Local Government.

As the PTA is responsible for the overall compliance of the bus stop boarding area, where any new or replacement rubbish bins or seats are proposed to be installed these works must be agreed in writing by the PTA, prior to any work commencing.

Poorly placed rubbish bins and/or seats can easily render a compliant boarding area non-compliant.

As some of these items are often provided by way of a contract between Local Government and another party, the PTA requires Local Government to instruct its contractors to adhere to these conditions.

In circumstances where a rubbish bin or a seat has been installed without PTA approval rendering a boarding area non compliant the PTA will advise the relevant LGA of the fact and request its removal or relocation.

If after a reasonable time (2 weeks) the item has not been removed or relocated, the PTA will arrange for this to occur. All costs for this to occur will be recouped from the relevant LGA.

1.7. Rubbish Bin and Seat Installation

Rubbish bins or seats must not be positioned where they obstruct the required manoeuvring area for wheelchairs, prams or people with a mobility issue.

Rubbish bins or seats must not be positioned to obstruct the through path of travel either behind or in front of a bus stop boarding area.

Where it is proposed to install a rubbish bin or seat at a bus stop in the first instance the PTA should be contacted to establish if the bus stop location selected is compliant to the Disability Standards or is planned to be upgraded in the near future.

Where a bus stop is compliant in most cases the PTA can provide a detailed drawing of the bus stop boarding area. The Local Government Authority is required to note on this drawing the proposed location of the rubbish bin or seat and forward to the PTA for its approval.

Where a rubbish bin or seat is already in position at a bus stop to be upgraded they will be considered in the design that will be produced. In this instance in the future if an item has to be replaced the location is established.

This ancillary infrastructure remains the property of Local Government but must comply with the Disability Standards.

1.8. Kerb Design

The PTA's required kerb height for the length of the boarding area is a minimum of 170 mm above the finished road surface to the top of the kerb. This is required to accommodate the different bus types in the Transperth bus fleet and also future proofs against road resurfacing.

A barrier kerb, unless otherwise agreed, flush with the adjoining surface of the boarding area is preferred.

1.9. Tactile Ground Surface Indicators (TGSIs)

As the sole Authority responsible for the boarding area at bus stops, which includes Tactile Ground Surface Indicators (TGSIs), the PTA has a preferred product type that is supplied and installed through an existing contract with its Signage Supply Contractor.

- The preferred product type will be supplied and installed by the PTA contractor (at PTA cost) unless otherwise agreed and approved by the PTA at the design stage prior to works commencing.
- The surface colour of all TGSIs, whether they be the PTA preferred product type or another product approved by the PTA at the design stage (see below for further details), must have 30% luminance contrast to the surface to which they are to be applied.

- Where a path way from a bus stop boarding area intersects with a continuous path way behind a bus stop a dual row of 400mm x 400mm x 5mm TGSIs must be installed in accordance with the standards.
- Where the preferred PTA product type is to be installed on to a newly poured concrete hardstand it must be left to cure for a minimum of 28 days before the TGSIs can be installed.
- Where the preferred PTA product type is to be installed on to any surface there must have been a minimum of three (3) consecutive dry days before the TGSIs can be installed.
- The PTA preferred product type must be installed in accordance with the manufacturer's guidelines using accredited and suitably trained installers.
- Alternative TGSIs may be accepted in some circumstances. A request in writing to the PTA must be submitted. If approved the Local Government Authority must accept liability for any trip hazards and for ongoing funding of any future maintenance issues. In such cases, unless otherwise agreed, the PTA will only fund the cost of TGSIs to the value of the value of the PTA's preferred type with the additional cost funded by others.

1.10. Pathways Connecting to a Bus Stop

Where a pathway connects to a bus stop boarding area and in the direction of travel between the boarding area and the pathway the following standards apply:

- Gradient of 1:14 (7.14%)
- Connecting path ranges from 1:14 (7.14%) up to 1:20 (5%) hand rails and landings are to be installed.
- The cross fall of any connecting path shall be no steeper than 1:40 (2.5%).
- Where a path connects to a bus stop boarding area the finished surface must be flush with the bus stop boarding area. No trip hazards will be accepted by the PTA.

1.11. Pram Ramps

Where required it is recommended that pram ramps are positioned upstream of a bus stop, ideally clear of the rear of a bus, unless otherwise agreed by the PTA.

If required to be positioned downstream of a bus stop the pram ramp should be placed in accordance with the Road Traffic Code 2000 Part 12, regulation 144 (2). *"A person shall not stop a vehicle so that any portion of the vehicle is within 20 metres of the approach side."*

The above condition should be seen as the minimum and should be amended according to the speed limit of the road.

The minimum width of a pram ramp is 800mm with a gradient of no greater than 1:14 (7.14%) as stated in AS 1428.2 Clause 8.

1.12. Bus Embayments

The justification for a bus embayment at a particular bus stop location shall be determined by the PTA in consultation with either the relevant Local Government Authority or Main Roads WA, dependent on which party manages that particular road.

The PTA will typically only support the use of bus embayments in the following circumstances:

- Roads with a speed limit of 80kmh or above,
- Timed bus stops where buses running early are contractually required to dwell or risk receiving a fine from the PTA. Timed bus stops are typically identified by a bulls eye symbol displayed on the bus stop sign/post.
- At bus stop locations that have been identified as having significant passenger loading, such as shopping centres and secondary schools.

1.13. Bus Embayment Construction

The primary objective is to produce a bus embayment design that provides easy and safe entry/exit travel paths, while achieving bus storage capacity as required for a particular location and to accommodate the specific bus types (rigid/articulated) and a boarding area in accordance with the standards and guidelines detailed in this document.

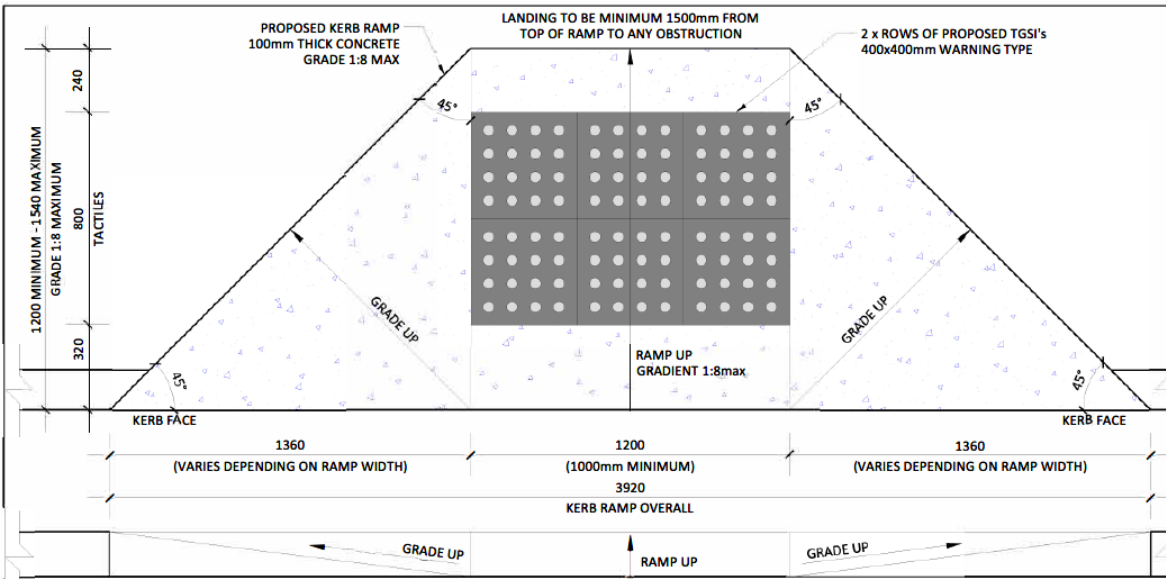
The minimum width of a bus embayment shall be 3 metres and are to be designed and constructed in accordance with Main Roads WA guidelines. Refer to the Main Roads WA website for further details. The critical factor is the requirement for buses to be able to stop parallel to the kerb at the designated boarding point.

When designing a bus embayment some of the issues that are to be considered includes: passenger and bus driver comfort and safety, adjacent pedestrian movement, the impact on underground services, drainage and maintenance and environmental factors.

All construction work must comply with all relevant Australian Standards and guidelines.

BUS STOP DESIGN DRAWINGS

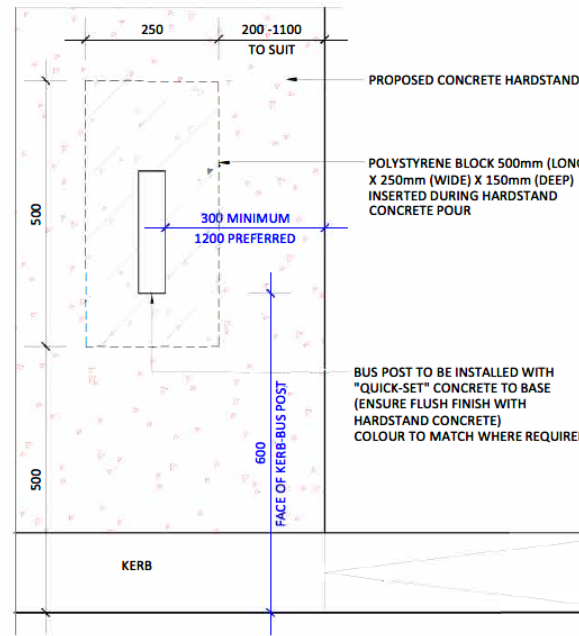
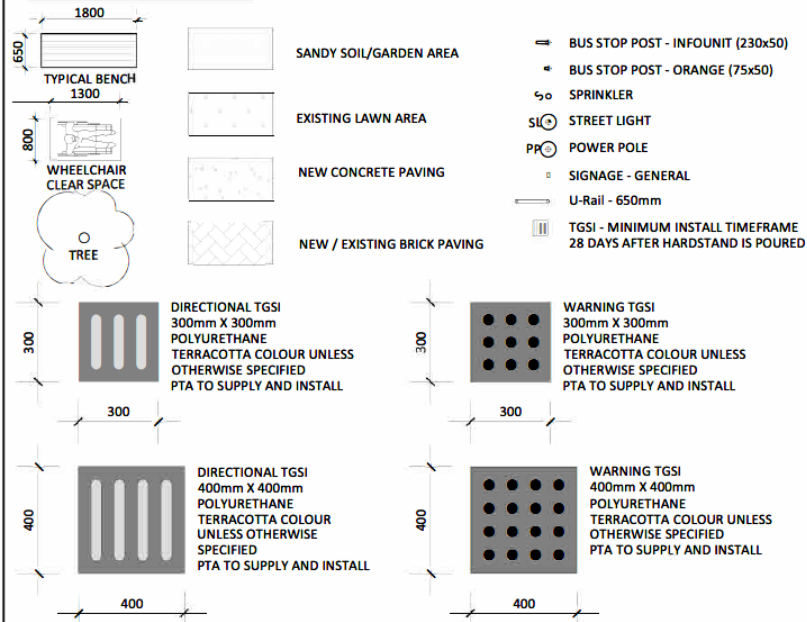
DRAWING NO.	DESCRIPTION
00	Generic drawing details
01	Front facing bus shelter and continuous path of travel through the boarding area.
02	Rear facing bus shelter and continuous path to the rear of the boarding area.
03	Front facing bus shelter and continuous path to the rear of the boarding area.
04	Front facing bus shelter with a connecting path between the boarding area and the path behind the boarding area.
05	Bus stop with a connecting path between the boarding area and the path behind the boarding area.
06	Bus stop with continuous path of travel through the boarding area.
07	Bus stop with bench seat on approach side and continuous path of travel through the boarding area.
08	Bus stop with pram ramp on approach side.
09	Bus stop with pram ramp on approach side and bench seat downstream of boarding area.
10	Bus stop with pram ramp and bench seat on approach side.



D1 DISABLED KERB RAMP DETAIL

003 SCALE 1:20

DRAWING LEGEND

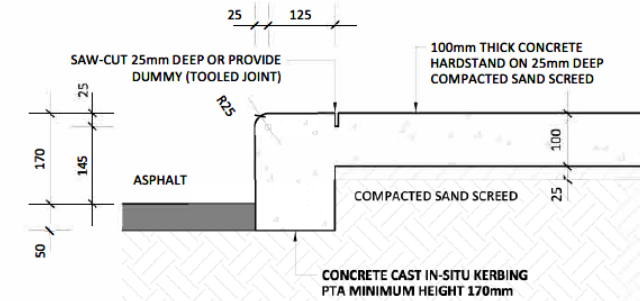


D4 POLY BLOCK DETAIL

003 SCALE 1:10

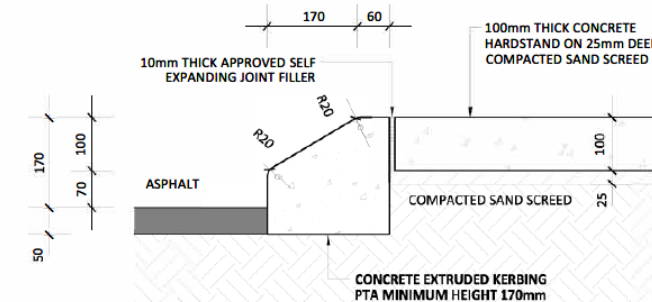
GENERAL NOTES:

- ALL DRAWINGS ARE TO BE READ IN CONJUNCTION WITH THE PUBLIC TRANSPORT AUTHORITY'S DESIGN CRITERIA, AS SET OUT IN: PUBLIC TRANSPORT BUS STOP DESIGN GUIDELINES
- ALL WORKS ARE TO COMPLY WITH THE STANDARDS AND REQUIREMENTS AS SET OUT IN THE DISABILITY STANDARDS FOR ACCESSIBLE PUBLIC TRANSPORT 2002 AND THE AUSTRALIAN STANDARDS AS 1428.2 & AS 1428.4
- ALL DIMENSIONS ARE IN MILLIMETRES
- ALL DIMENSIONS ARE TO BE CHECKED ON SITE PRIOR TO COMMENCEMENT OF ANY WORKS. ANY DISCREPANCIES ARE TO BE REPORTED TO THE PUBLIC TRANSPORT AUTHORITY'S PROJECT COORDINATOR IMMEDIATELY, BEFORE THE COMMENCEMENT OF ANY WORKS
- ALL CONCRETE WORKS ARE TO COMPLY WITH THE AUSTRALIAN STANDARD AS 1379, OF 1997
- BROOM FINISH TO ALL NEW TRAFFICABLE CONCRETE SURFACES (ASIDE FROM KERBS), ACROSS THE DIRECTION OF TRAVEL TO PROVIDE A NON-SLIP SURFACE FINISH
- EXISTING BUS STOP POSTS ARE TO BE RETAINED AND RELOCATED AS SHOWN ON THE DRAWINGS, WHERE APPLICABLE, WHERE NO BUS STOP POSTS EXIST, A NEW BUS STOP POST IS TO BE INSTALLED. NEW BUS STOP POSTS ARE TO BE OF TYPE AS SPECIFIED BY THE PUBLIC TRANSPORT AUTHORITY'S PROJECT COORDINATOR. INSTALLATION IS AS DIRECTED BY PUBLIC TRANSPORT BUS STOP DESIGN GUIDELINES



D2 BARRIER TYPE KERB DETAIL

003 SCALE 1:10



D3 SEMI-MOUNTABLE KERB DETAIL

003 SCALE 1:10

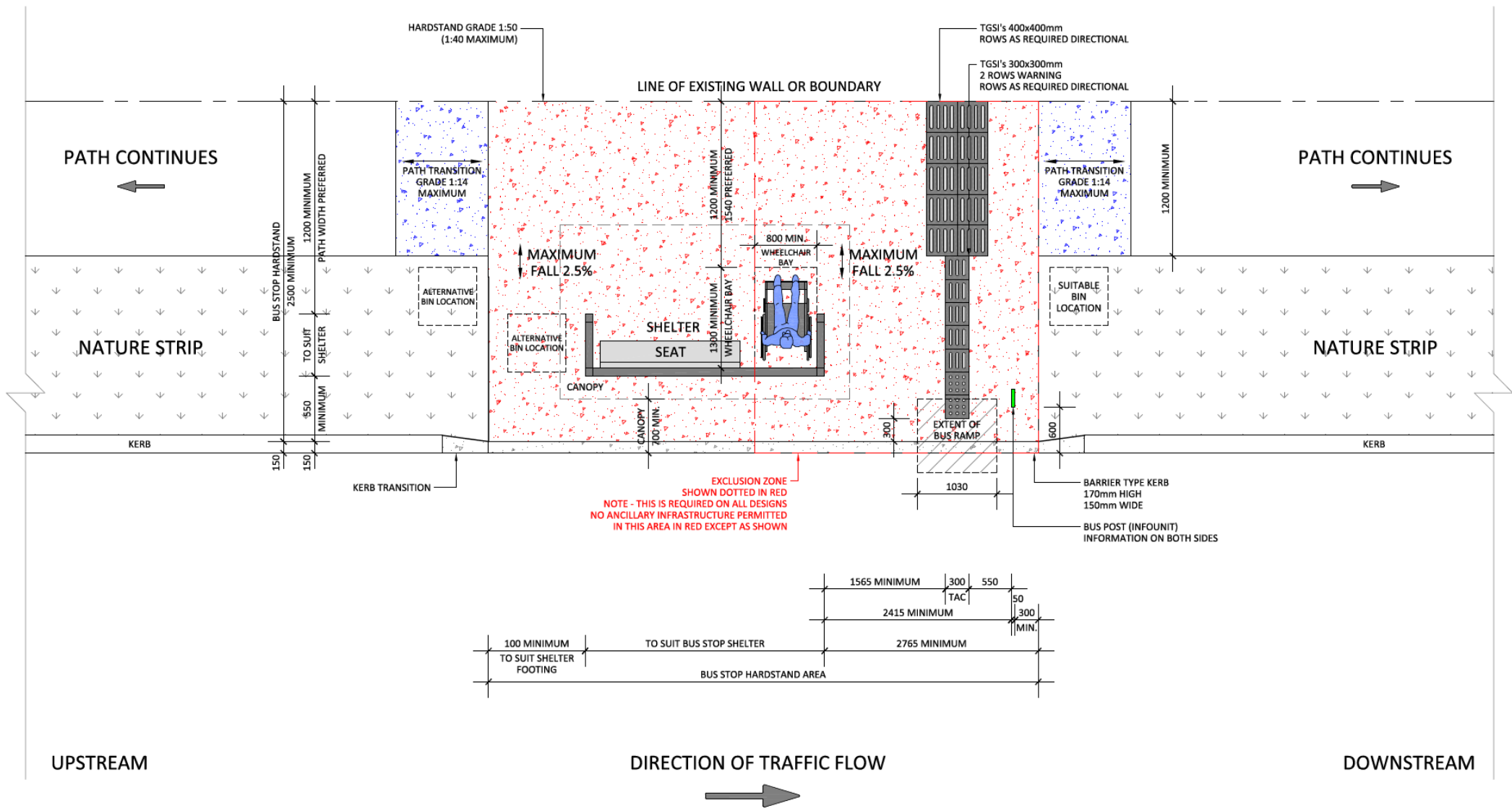
A3 SHEET
NOTE: This is an AutoCAD generated drawing and should not be scaled from.

REV.	DATE	DESCRIPTION	INT.

DOCUMENTED BY

DRAFT

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PROJECT	Bus Stop Accessibility Works Program	DATE		SCALE	1:20 (A3)		
DRAWING TITLE	Generic Details Drawing	JOB No.	910/10	REV No.			



- TYPICAL PLAN
 - SCALE 1:50

ALL DIMENSIONS ARE IN MILLIMETRES

SAMPLE DESIGN OF PTA REQUIREMENTS ONLY - NOT FOR CONSTRUCTION OR ISSUE

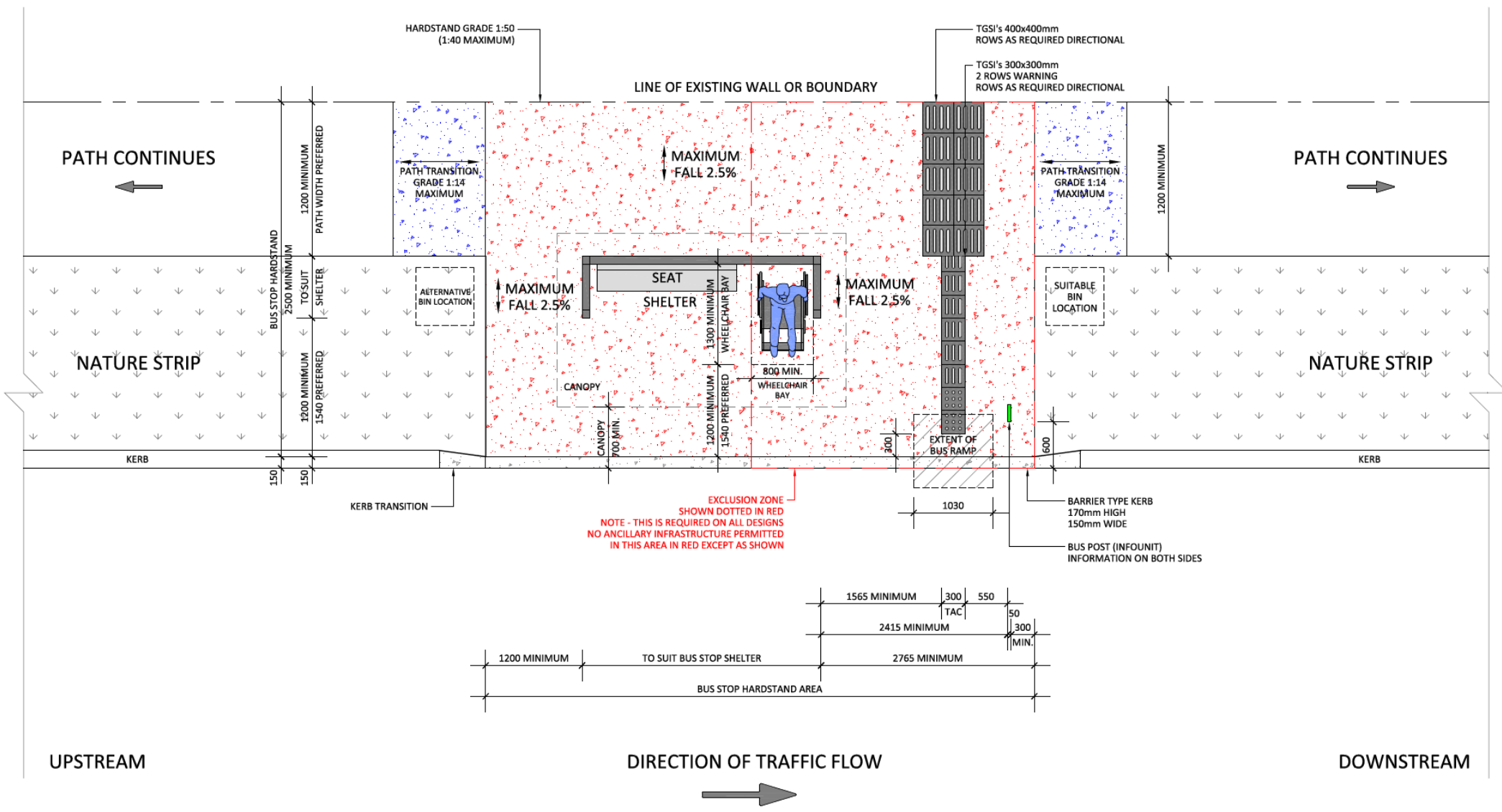
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REV.	DATE	DESCRIPTION	INT.

DOCUMENTED BY

DRAFT

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PROJECT	Bus Stop Accessibility Works Program
DRAWING TITLE	Example 2

DRAWN	CHECKED	DRAWING No 02
XX	XX	
DATE	SCALE 1:50 (A3)	
JOB No.	REV No. 01	



TYPICAL PLAN
SCALE 1:50

ALL DIMENSIONS ARE IN MILLIMETRES

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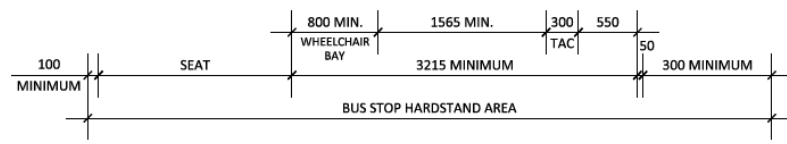
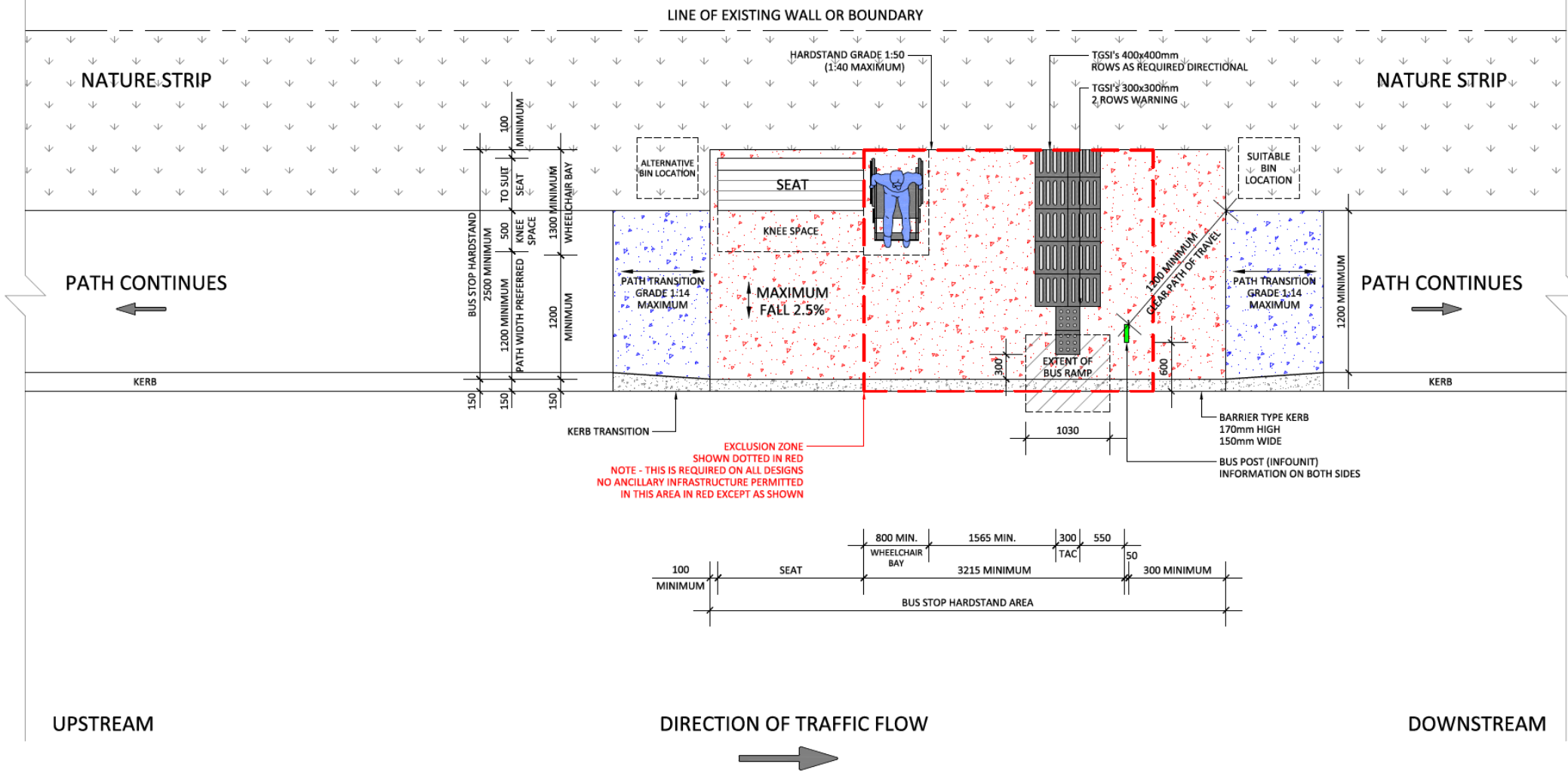
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	REV.	DATE	DESCRIPTION
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DOCUMENTED BY

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CLIENT		
PROJECT	Bus Stop Accessibility Works Program	
DRAWING TITLE	Example 3	

DRAWN	CHECKED	DRAWING No
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JOB No.	REV No.	
	01	



- TYPICAL PLAN
- SCALE 1:50

ALL DIMENSIONS ARE IN MILLIMETRES

SAMPLE DESIGN OF PTA REQUIREMENTS ONLY - NOT FOR CONSTRUCTION OR ISSUE

A3 SHEET

NOTE: This is an AutoCAD generated drawing and should not be scaled from.

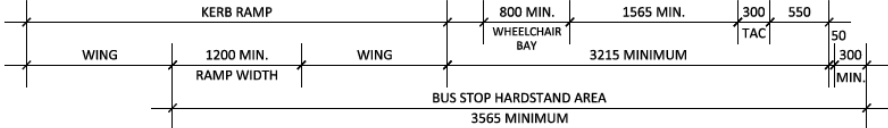
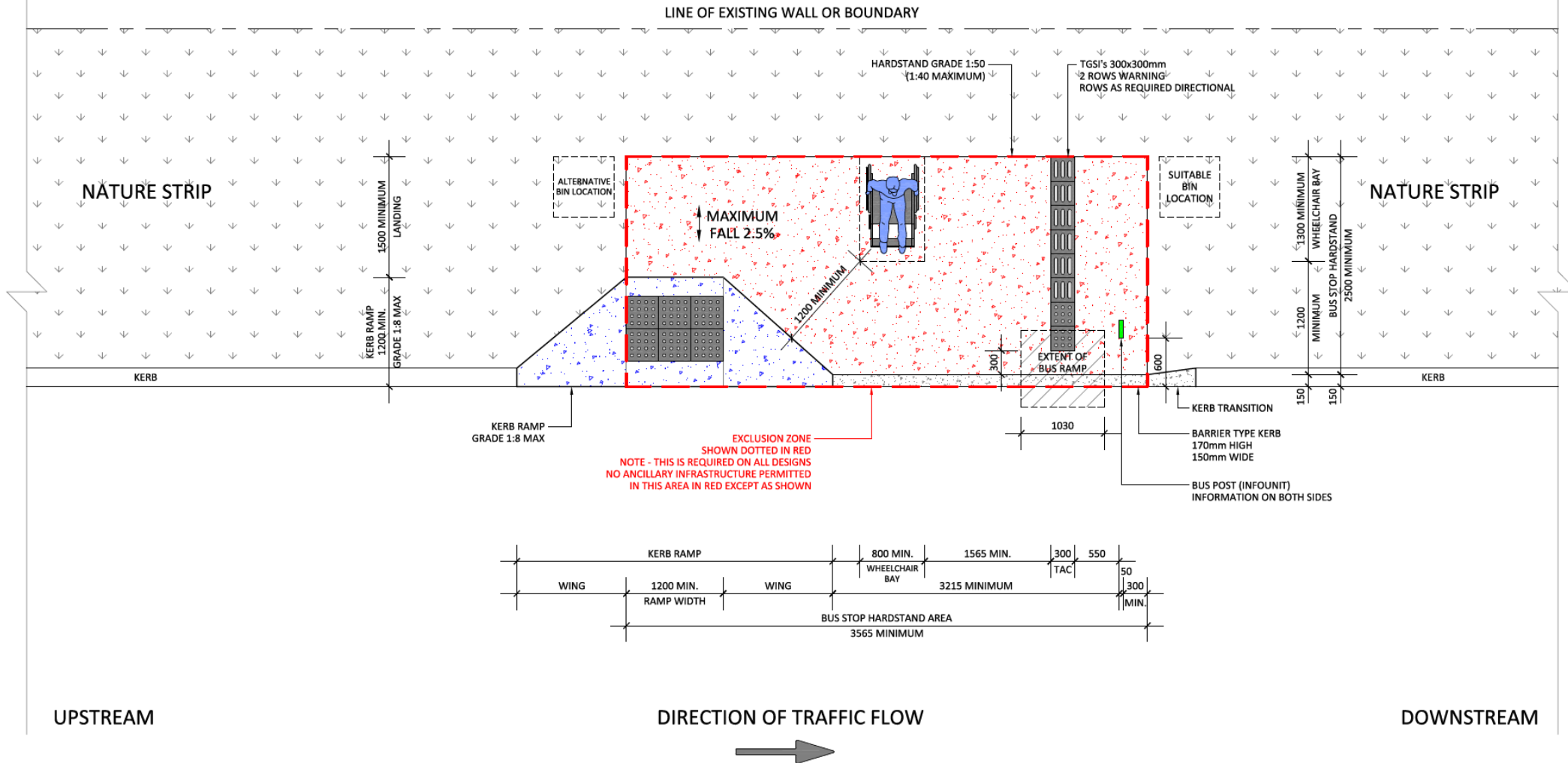
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DOCUMENTED BY

DRAFT

CLIENT	Government of Western Australia Public Transport Authority
PROJECT	Bus Stop Accessibility Works Program
DRAWING TITLE	Example 7

DRAWN	CHECKED	DRAWING No
XX	XX	07
DATE	SCALE	
JOB No.	REV No.	
	01	



UPSTREAM

DIRECTION OF TRAFFIC FLOW

DOWNSTREAM



SAMPLE DESIGN OF PTA REQUIREMENTS ONLY - NOT FOR CONSTRUCTION OR ISSUE

- TYPICAL PLAN
- SCALE 1:50

ALL DIMENSIONS ARE IN MILLIMETRES

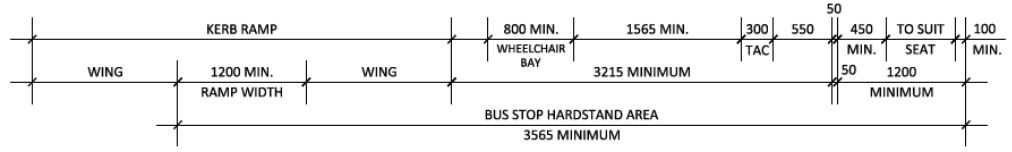
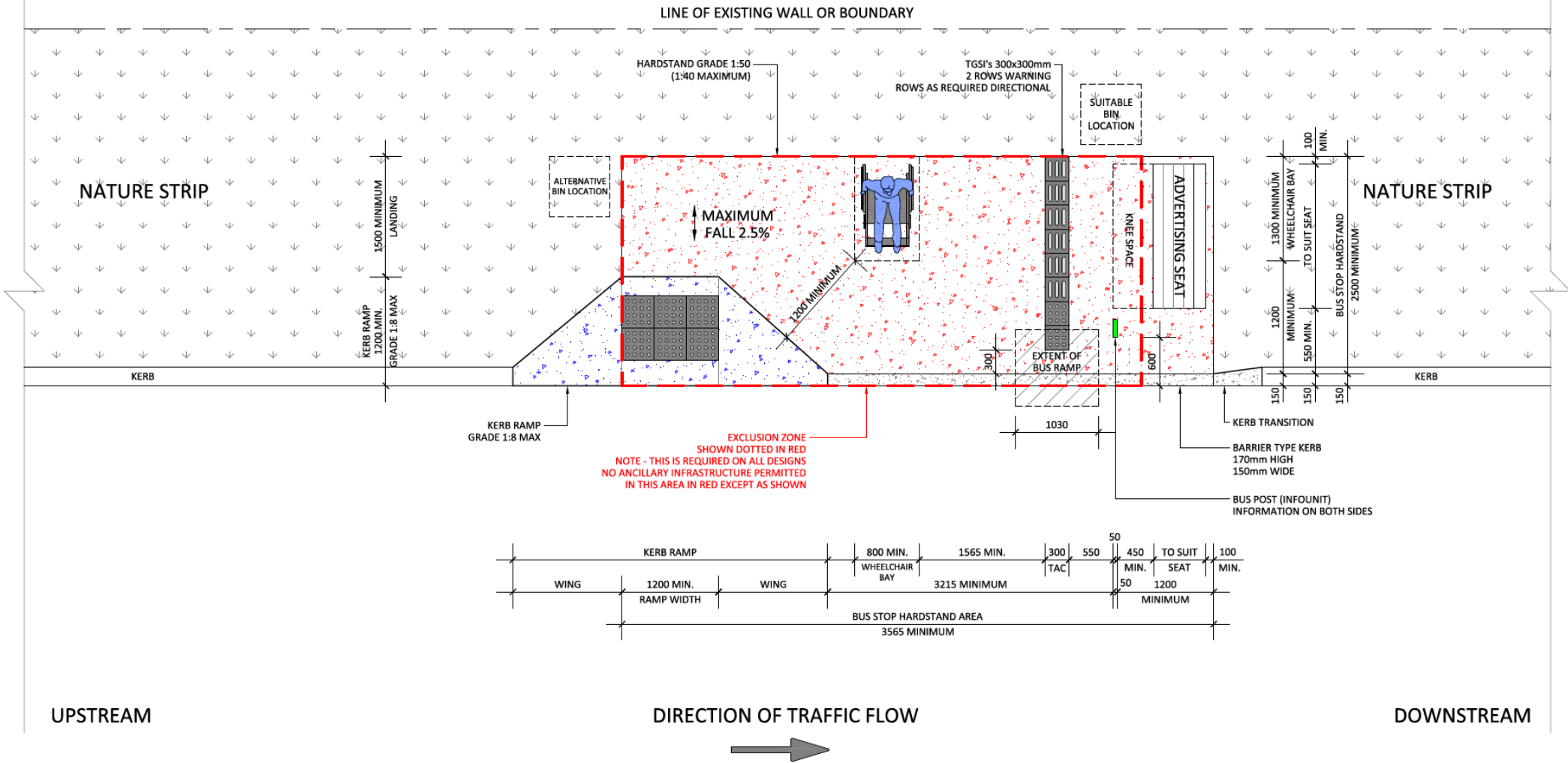
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CLIENT	Government of Western Australia Public Transport Authority
PROJECT	Bus Stop Accessibility Works Program
DRAWING TITLE	Example 8

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JOB No.	REV No.	
	01	



TYPICAL PLAN
SCALE 1:50

ALL DIMENSIONS ARE IN MILLIMETRES

SAMPLE DESIGN OF PTA REQUIREMENTS ONLY - NOT FOR CONSTRUCTION OR ISSUE

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CLIENT	Government of Western Australia Public Transport Authority
PROJECT	Bus Stop Accessibility Works Program
DRAWING TITLE	Example 9

DRAWN	CHECKED	DRAWING No 09
XX	XX	
DATE	SCALE	
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JOB No.	REV No.	
	01	

Bus Shelter Subsidy Program

In recognition of the significant benefit derived by PTA patrons from the provision of bus shelters by Local Government (and other entities), the PTA subsidises the cost of providing this infrastructure through the Bus Shelter Subsidy Program (BSSP).

The BSSP is administered by the PTA and to access the funds and services provided by the PTA under this program, Local Governments are required to make a brief submission to the PTA simply detailing the stop location for the PTA's consideration. In general terms, the PTA will support approval for a bus shelter under this program if:

1. the bus stop has consistent passenger boardings over fifteen people (average weekday basis);
2. the applicant agrees to pay to the PTA the required financial contribution toward the cost of purchasing and installing the bus shelter; and
3. the applicant agrees to own and accept ongoing maintenance responsibility for the bus shelter.

The PTA's minimum passenger boarding requirements will be reduced for applications received from regional areas and a greater emphasis will be placed on supporting the provision of bus shelters at key community centres.

To encourage ongoing Local Government participation, applications may be submitted to the PTA at any time. The PTA commits to undertaking assessments and providing an initial response within two weeks. Approvals will be made on a first come, first served basis.

Funding for the program is currently limited to \$500,000 each financial year and the PTA will proactively endeavour to ensure that all funds are spent each year. The PTA agrees to manage the funds being made available under the BSSP in an open and transparent manner, noting that the decisions of the PTA are final. Upon request, the PTA will provide a schedule to WALGA of all project applications and funds approved after the conclusion of each financial year. To facilitate a fair distribution of funds, the following aspects will also be taken into consideration by the PTA if required:

- if high volumes of applications are received resulting in the likely consumption of all funds early in the financial year - the PTA reserves the right to increase the passenger boarding requirement in criterion 1.

- if funding for the program is exhausted for the current financial year - applications may be automatically carried forward to the next financial year (if the applicant is agreeable).
- if a single Local Government submits an excessively high number of applications – the PTA will scale-back the number of applications it will approve in that year.
- if a Local Government has demonstrated a strong commitment to funding the provision of Ancillary Bus Stop Infrastructure (particularly non-qualifying BSSP bus shelters) - the passenger boarding requirement under criterion1 may be reduced (if BSSP funding is available).
- special case applications (universities, health campuses, shopping centres) - the passenger boarding requirement under criterion 1 may be reduced (if BSSP funding is available).

Submissions are to be sent to transperthsignage@pta.wa.gov.au, or call 9326 2922 for assistance.

3. Schedule 3

Ancillary Bus Stop Infrastructure Owned and Maintained by the PTA

Stop Number	Location	Suburb	CAT Stop Name	CAT Number	CAT Route
10467	South Tce after Wray Av	Fremantle	N/A	N/A	N/A
10465	South Tce after Price St	Fremantle	N/A	N/A	N/A
10565	Hampton Rd before Lefroy Rd	Beaconsfield	N/A	N/A	N/A
10689	Hampton Rd after Lefroy Rd	Beaconsfield	N/A	N/A	N/A
10571	Rockingham Rd before Forrest Rd	Hamilton Hill	N/A	N/A	N/A
10573	Rockingham Rd before Carrington Rd	Hamilton Hill	N/A	N/A	N/A
10654	Rockingham Rd after Leda St	Hamilton Hill	N/A	N/A	N/A
10648	Rockingham Rd before Phoenix Rd	Spearwood	N/A	N/A	N/A
10647	Rockingham Rd after Kent St	Spearwood	N/A	N/A	N/A
10578	Rockingham Rd before Kent St	Spearwood	N/A	N/A	N/A
10645	Rockingham Rd before Spearwood Av	Spearwood	N/A	N/A	N/A
10642	Rockingham Rd before Newton St	Spearwood	N/A	N/A	N/A
10585	Rockingham Rd before Barrington St	Spearwood	N/A	N/A	N/A
10640	Rockingham Rd after Barrington St	Spearwood	N/A	N/A	N/A
10637	Rockingham Rd after Marvell Av	Munster	N/A	N/A	N/A
10635	Rockingham Rd after Beelira Dr	Beelira	N/A	N/A	N/A
10592	Rockingham Rd before Wattleup Rd	Wattleup	N/A	N/A	N/A
10626	Rockingham Rd after Wattleup Rd	Wattleup	N/A	N/A	N/A
17037	Gilmore Av after Pengilly Rd	Medina	N/A	N/A	N/A
17085	Gilmore Av after Brownell Cres	Medina	N/A	N/A	N/A
17039	Gilmore Av before Christmas Av	Medina	N/A	N/A	N/A
17041	Gilmore Av before Sulphur Av	Calista	N/A	N/A	N/A
17083	Gilmore Av after Summerton Rd	Calista	N/A	N/A	N/A
17048	Gilmore Av before Rhodes Cr	Calista	N/A	N/A	N/A
17079	Gilmore Av after Rhodes Cr	Calista	N/A	N/A	N/A
17076	Gilmore Av before Sloan Dr	Calista	N/A	N/A	N/A
17075	Gilmore Av after Feilman Dr	Leda	N/A	N/A	N/A
17058	Dixon Rd after Ennis Av	Hillman	N/A	N/A	N/A
17067	Dixon Rd before Ennis Av	East Rockingham	N/A	N/A	N/A
17060	Dixon Rd before Dowling St	Rockingham	N/A	N/A	N/A
17065	Dixon Rd after Dowling St	Rockingham	N/A	N/A	N/A
11496	Stubbs Tce after Selby St	Daglish	N/A	N/A	N/A
11515	Stubbs Tce before Selby St	Daglish	N/A	N/A	N/A
16949	Trafalgar Rd	East Perth	Nile Street Princess	6	Yellow
23088	Murray St	West Perth	Margaret Hospital	20	Yellow
12900	Wellington St	Perth	William Street	24	Yellow
16938	Nelson Cr	East Perth	WACA	1	Red
16910	Hay St	Perth	Victoria Avenue	7	Red
16912	Hay St	Perth	Central Park	12	Red

Stop Number	Location	Suburb	CAT Stop Name	CAT Number	CAT Route
16916	Hay Street	West Perth	Parliament	15	Red
17511	Outram St	West Perth	Outram Street	18	Red
17509	Ord St	West Perth	Ord Street	19	Red
17510	Ord St	West Perth	Havelock Street	20	Red
17497	Murray St	West Perth	Gordon Street	21	Red
16968	Murray St	Perth	Royal Perth Hospital	26	Red
16969	Goderich St	Perth	Mercedes College	27	Red
16937	Hay St	East Perth	Queens Gardens	29	Red
16974	Barrack Sq	Perth	Barrack Square <i>*temporary</i>	2	Blue
12130	Beaufort St	Perth	Museum	5	Blue
12936	Aberdeen St	Perth	Art Centre	6	Blue
12937	Aberdeen St	Perth	Central Institute	7	Blue
12938	Aberdeen St	Northbridge	Aberdeen Street	8	Blue
12939	Aberdeen St	Northbridge	Francis Street	9	Blue
12935	James St	Northbridge	James Street	12	Blue
26650	Colin St	West Perth	Ord Street	6	Green
26652	Colin St	West Perth	Hay Street	7	Green
26656	Leederville Stn - Access Rd	West Leederville	Leederville Station	11	Green
26653	Colin St	West Perth	Hay Street	15	Green
26651	Colin St	West Perth	Kings Park Road	16	Green
10117	St Georges Tce	Perth	Cloisters	20	Green
12915	Wellington St	East Perth	Wellington Square	4 9	Red / Yellow
12924	Wellington St	Perth	Forrest Place	10 14	Red / Yellow
12901	Wellington St	Perth	Perth Station	24 25	Red / Yellow

Public Transport Authority of Western Australia

**Bus Shelter Maintenance Assistance Scheme – Participation Agreement
2018/19**

Local Government Authority Name:

Number of qualifying Bus Shelters in this Jurisdiction:

Number of non-qualifying Bus Shelters provided under Infrastructure Commercial Agreements in this jurisdiction:

Bus Shelter Maintenance Assistance Scheme Payment Claim:

Chief Executive Officer Certification:

I certify that all bus shelters under my care, control and management within this Local Government jurisdiction have been maintained to a safe and reasonable standard and that the information provided above is true and correct.

Signature

Date