

Forward Plan reference number: Not applicable

Report title: Bus stop printed timetable posting	
Report to: Helen Morris Head of IPTU	
Report author: Tony Brown	
Date: November 2023	For: Decision
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County Divisions affected: n/a	

1. Purpose of Report

- 1.1 To continue the coordination of bus stop printed timetable posting in Essex, through the procurement of one designated posting partner.

2. Recommendations

- 2.1 To approve a procurement exercise under Request For Quotation (RFQ) for a three-year contract (+1,+1,+1) for one designated posting partner.
- 2.2 To approve the continued frequency of bus stop printed timetable posting alongside the 7 change dates set out in the Bus Service Improvement Plan (BSIP) as part of Essex County Council's Bus Back Better strategy.

3. Summary of issue

- 3.1 Essex County Council (ECC) has ensured that all roadside timetable information is of a consistent design and standard throughout the county, through the current contract running from June 2022 to present.
- 3.2 Within the current contract, responsibility for producing, printing, and delivering the roadside lies with ECC, as part of the bus registration process.
- 3.4 Responsibility for posting this information lies with the Supplier.
- 3.4 The level of compliance towards the 7 change dates launched in 2023, where roadside material is posted, has been a success. Of the 304 registered changes across Essex in 2023, 267 have complied with the change dates. This is a compliance score of 88%.
- 3.5 The co-ordination of change dates detailed in 3.4 and subsequent roadside posting has resulted in a 12.5% reduction in artworks requiring print between 2023 (4,793 artworks) and 2022 (5,479 artworks) years.

4. Options

4.1 Do Nothing

To do nothing would result in customer information being outdated at the roadside, and risks losing customer trust in Essex's bus network – this is not conducive to the Bus Back Strategy mentioned in previous decision papers and could lead to a decline in patronage.


4.2 Tender roadside posting resource (recommended)

The Council will undertake an RFQ tender for continuation of service, that will see the Council's timetable artworks posted by an agreed supplier, with agreed posting schedules as set out in Enhanced Partnership.

5. Issues for consideration

5.1 Financial implications

The Council reserves circa £45,000 in its C5TRANSI budget each year, to fund current posting provision.

I approve the above recommendations set out above for the reasons set out in the report. 	Date 02/11/2023
Helen Morris Head of Integrated Passenger Transport Unit	