

## **Passenger Services – Contract Design and Management – Franchise Agreement database Consultant**

The role is to support the Head of Contract Design and Management in the establishment of one or more databases in relation to franchising documentation. The precise scope and design of these databases is to be established. However, it is expected that the database will include as a minimum, a template franchise agreement, a plain English guide and a guide to the variations in existing franchise agreements including the background to the relevant provisions to enable decisions to be made about whether or not it is appropriate to include a provision in a particular franchise. The anticipated outcome is the production of database(s) to support the creation of franchise agreements on an individual and efficient basis.

The post holder will need to:

- Proactively engage with colleagues within DfT and external legal advisors to identify relevant background material for the database including existing materials and what users require from the database
- Consider the most appropriate design for such a database to deliver internal customer requirements
- Design and populate the database
- Provide support to project teams in the creation suitable franchise agreements
- Provide input and support the review and design of the new franchise agreement

It is expected that the consultancy will be for a minimum of 6 months, working a 5 day week.

The post will be located at the Department for Transport in London.