

**HENLEY TOWN COUNCIL**

**Full Council Meeting 21 November 2017**

**Report to accompany the proposed Bus Tender documents**

**1. Summary**

1.1 The Bus Working Group has been considering the best way for the devolved Henley Bus Service to continue to operate in the town. The Town Council is looking for a minimum of an hourly service and would like to see the provision of a Saturday service in the future. The Town Council is also looking to use CIL or S106 contributions to purchase a low emission bus that will contribute to efforts to reduce pollution.

**2. Background Information**

2.1 The Town Council is looking to achieve a long term solution to the challenge of continuing to provide a local bus service. The bus services were in danger of being discontinued after OCC declared that the service was not viable.

2.2 The Town Council Bus Working Group feel that if a good service can be provided the service will prove attractive enough for residents and business people to leave their cars at home.

2.3 The Henley Bus Service also performs an important social link for those residents who rely on the service to come into town for shopping and personal welfare reasons.

**3. Detailed Consideration**

3.1 The tender documents contain the details of four possible routes. Any new route should include Highlands Farm as this is a site for 170 new homes. Important other stops will include the station; Townlands; Rugby Club and Tesco.

3.2 The vehicles will be low floor service buses compliant with DDA – Equalities Act 2010. Ideally a passenger carrier capacity of 31 seated passengers at peak times.

3.3 Possible purchase of a low emissions bus is also being considered along with Real Time passenger information.

3.4 Timetable:

<b>Date</b>	<b>Action</b>
August - September	Conclusion of fact finding
8 September 2017	Bus Working Group approve timeline

1 October 2017	Tender Documents drawn up.
6 October 2017	Bus Working Group meeting.
17 October 2017	Town & Community approves the Bus Working Group notes, timeline and the Tender Document.
21 November 2017	Full Council approve the process
December 2017	Tender starts.
January 2018	Tender finishes and bids opened
January 2018	Successful operator and operation approved by HTC
January 2018	Discussions with bus operator
March 2018	Bus operation starts

#### 4. Recommendation

4.1 The Bus Working Group would like the approval of the Council to continue in this tender process. The final details of the bid and the process to be delegated to the Town Clerk and the Chair of the Bus Working Group to make any minor amendments to the Tender document and the Route map.

Name: Janet Wheeler (Town Clerk)

Date: 20 November 2017

Telephone Number: 01491 630074

E-Mail address: J. Wheeler@henleytowncouncil.gov.uk