

Appendix 3

Timetable for project delivery

1. Subsidised Bus Services / Community Transport

Informal Cabinet	7 th April 2015
Environment Overview & Scrutiny Committee	23 rd April 2015
Cabinet (formal)	15 th May 2015
Review performance of subsidised bus services under current policy	May 2015
Set up Project Team to oversee project	May 2015
TC/CC and Member workshops - Identify areas for community transport schemes - Identify core bus network - Set criteria for revised policy	May 2015
Informal Cabinet	30 th June 2015
Environment Overview & Scrutiny Committee – revised policy	July 2015
Cabinet - policy approval	14 th July 2015
Commence consultation with operators	September 2015
Commence consultation with stakeholders	September 2015
Set up Partnership Boards with local communities	September 2015
Submit bids for funding to Cadwyn Clwyd/other funding bodies	September 2015
Serve notice on any existing services / contracts	December 2015
Register new services (if required)	January 2015
New services commence / approved services continue	1 st April 2016

2. Deeside Shuttle Service

Informal Cabinet	7 th April 2015
Environment Overview & Scrutiny Committee	23 rd April 2015
Cabinet (formal)	15 th May 2015
Engage with bus companies / drop-in sessions	May 2015
Consultation with stakeholders	May/June 2015
Serve notice on existing contract for the Shuttle	End of May 2015
Register any new services	End of June 2015
Existing service terminates	31 st August 2015
New services commence	1 st September 2015

3. Integrated Transport Unit

Communication & consultation with staff / Unions	Completed
Assimilation/Interview process for new posts	April 2015
Establish Service Boards/Working Groups between client departments	April 2015
Handover/Transition period	April-May 2015
Implementation of ITU	May 2015
Training for new post holders (policies, processes, software etc.)	May 2015
Passenger Assistants – align JDs following integration	May 2015
Review & measure performance (after 3 months)	August 2015
Financial benefit assessment (after 6 months)	November 2015
Review & measure performance (after 12 months)	November 2015
Update report to Scrutiny and Cabinet	April 2016