

Freedom of Information Request

Section 1 – Organisation Details

Organisation	Name	Moray Council	Address	PO Box 6760
	Authority Level	Scottish Local Authority		Elgin
	Area's Coveredⁱ	Moray		IV30 9BX
	Head Of Procurement	Diane Beattie	Website	www.moray.gov.uk
	Contact Number	01343 563799		
	Mission Statementⁱⁱ	Not Applicable		

Section 2 – Responsibilities

Services Provided	Who is responsible for the following services	Your organisation	Other Organization
	Public Bus Route Timetable and Bus Stop Informationⁱⁱⁱ		X
	Bus Real Time Passenger Information		X
	Subsidised or Franchised Bus Routes	X	
	Schools Transport Scheduling (Mainstream)	X	
	SEND & Adult Social Care Transport Scheduling	X	
	Demand Responsive Transport	X	
	Journey Planning and Next Departure Info		

ⁱ Please include Geographical area's covered by your organisation, this can be postcodes, towns or districts

ⁱⁱ Can you provide the mission statement/strategy or the location of any meeting minutes relating to transport?

ⁱⁱⁱ Fixed information for bus stops, software for managing bus operator timetable data, and creating passenger information in the form of printed material such as timetable and roadside information

Section 3 - Public Bus Route Timetable and Bus Stop Information

Fixed information for bus stops, software for managing bus operator timetable data, and creating passenger information in the form of printed material such as timetable and roadside information - If you are not the Authority that makes these decisions, please provide who does and move into the next form.

Public Bus Route Timetable and Bus Stop Information	Person Responsibleⁱ	Contact Neil MacRae at HiTrans	Contact Email		
	Current Providerⁱⁱ	Services provided by Regional Transport Partnership HiTrans	Estimated No. of Bus Routes	20	
	Contract Procurement	<input type="radio"/> <i>Open Tender</i>	<input type="radio"/> <i>G Cloud</i>	<input type="radio"/> <i>Direct Award</i>	
		<input type="radio"/> <i>Other Online Market Place</i>	<input type="radio"/> <i>Other</i>	Not Applicable	
	Contract Start Dateⁱⁱⁱ	Ongoing	Contract End Date^{iv}	Ongoing	
	Extension Clause^v	Not Applicable	Current Extensions^{vi}	Not applicable	
	Spend or Budget^{vii}	£7500 contribution towards funding post to undertake work, along with all other HiTrans authorities	Meeting Minutes^{viii}	Not Applicable	
	Declined Suppliers^{ix}	Not Applicable			
	Mission Statement^x	Not Applicable			
	Future Transport Plans^{xi}	Not Applicable			
Please attach any Specifications^{xii}	Not Applicable				

Supporting Info	Question	Details

ⁱ Outside of procurement, who is the senior officer responsible for this contract?

ⁱⁱ Please provide information on who currently supplier the software for these services in your area of authority.

ⁱⁱⁱ When did the contract with your current supplier initiate?

^{iv} When does the contract with your current supplier End?

^v Is there an extension clause in the framework(s)/contract(s) and, if so, the duration of the extension? Please list clause numbers and reference them in Further Info

^{vi} Has a decision been made yet on whether the framework(s)/contract(s) are being either extended/ renewed?

^{vii} If available please provide the actual spend on this contract/framework (and any sub lots), from the start of the contract to the current date

viii Please provide any URL location for any minutes relating to this service for the last 5 years.

ix Please provide information about Suppliers who applied for inclusion on each framework/contract and were successful & not successful at the PQQ & ITT stages

x Please provide any mission statement or strategy for this service

xi Please provide any future to strategies for this service in your area. If possible, a link to a website is ok

xii Could you please provide a copy of the service/product specification given to all bidders for when this contract was last advertised?

Section 4 - Subsidised or Franchised Bus Routes

Fixed information for bus stops, software for managing bus operator timetable data, and creating passenger information in the form of printed material such as timetable and roadside information

Subsidised or Franchised Bus Routes	Person Responsibleⁱ	Donald MacRae responsible for supported local bus services. No external software supplier used.	Contact Email	
	Current Providerⁱⁱ	No software used. Authority only supports two subsidised services and timetable are drawn up on Excel	Estimated No. of Bus Routes	2
	Contract Procurement	○ <i>Open Tender</i>	○ <i>G Cloud</i>	○ <i>Direct Award</i>
		○ <i>Other Online Market Place</i>	○ <i>Other</i>	Not Applicable
	Contract Start Dateⁱⁱⁱ	Not Applicable	Contract End Date^{iv}	Not Applicable
	Extension Clause^v	Not Applicable	Current Extensions^{vi}	Not Applicable
	Spend or Budget^{vii}	Not Applicable	Meeting Minutes^{viii}	Not Applicable
	Declined Suppliers^{ix}	Not Applicable		
	Mission Statement^x	Not Applicable		
	Future Transport Plans^{xi}	Not Applicable		
	Please attach any Specifications^{xii}	Not Applicable		

Supporting Info	Question	Details

ⁱ Outside of procurement, who is the senior officer responsible for this contract?

ⁱⁱ Please provide information on who currently supplier the software for these services in your area of authority.

ⁱⁱⁱ When did the contract with your current supplier initiate?

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- ^v Is there an extension clause in the framework(s)/contract(s) and, if so, the duration of the extension? Please list clause numbers and reference them in Further Info
- ^{vi} Has a decision been made yet on whether the framework(s)/contract(s) are being either extended/ renewed?
- ^{vii} If available please provide the actual spend on this contract/framework (and any sub lots), from the start of the contract to the current date
- ^{viii} Please provide any URL location for any minutes relating to this service for the last 5 years.
- ^{ix} Please provide information about Suppliers who applied for inclusion on each framework/contract and were successful & not successful at the PQQ & ITT stages
- ^x Please provide any mission statement or strategy for this service
- ^{xi} Please provide any future to strategies for this service in your area. If possible, a link to a website is ok
- ^{xii} Could you please provide a copy of the service/product specification given to all bidders for when this contract was last advertised?

Section 6 - Real Time Passenger Information

RTPI tracks buses in real time and predicts when the next bus is going to arrive and displays this information to passengers

Real Time Passenger Information	Person Responsibleⁱ	Neil MacRae, HiTrans	Contact Email	
	Current Providerⁱⁱ	The Council does have a real time Passenger Timetable System. Screens are provided in a small number of locations by HiTrans at no cost to Moray Council, and are managed by the HiTrans team.	Estimated No. of Locationsⁱⁱⁱ	17 sites; must stress these are not managed by Moray Council.
	Which Type of Schools Transport Do You Provide?		<input type="radio"/> <i>Mainstream</i>	<input type="radio"/> <i>SEND</i>
	Contract Procurement	<input type="radio"/> <i>Open Tender</i>	<input type="radio"/> <i>G Cloud</i>	<input type="radio"/> <i>Direct Award</i>
		<input type="radio"/> <i>Other Online Market Place</i>	<input type="radio"/> <i>Other</i>	Not Applicable.
	Contract Start Date^{iv}	Information not held	Contract End Date^v	Information not held
	Extension Clause^{vi}	Not applicable	Current Extensions^{vii}	Not applicable
	Spend or Budget^{viii}	Not known	Meeting Minutes^{ix}	Not Applicable
	Declined Suppliers^x	Not Applicable.		
	Mission Statement^{xi}	Not Applicable		
	Future Transport Plans^{xii}	Not Applicable		
Please attach any Specifications^{xiii}	Not Applicable			

Supporting Info	Question	Details

ⁱ Outside of procurement, who is the senior officer responsible for this contract?

ⁱⁱ Please provide information on who currently supplier the software for these services in your area of authority.

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- iii Please provide any information you have on the number of signs or stops
 - iv When did the contract with your current supplier initiate?
 - v When does the contract with your current supplier End?
 - vi Is there an extension clause in the framework(s)/contract(s) and, if so, the duration of the extension? Please list clause numbers and reference them in Further Info
 - vii Has a decision been made yet on whether the framework(s)/contract(s) are being either extended/ renewed?
 - viii If available please provide the actual spend on this contract/framework (and any sub lots), from the start of the contract to the current date
 - ix Please provide any URL location for any minutes relating to this service for the last 5 years.
 - x Please provide information about Suppliers who applied for inclusion on each framework/contract and were successful & not successful at the PQQ & ITT stages
 - xi Please provide any mission statement or strategy for this service
 - xii Please provide any future to strategies for this service in your area. If possible, a link to a website is ok
 - xiii Could you please provide a copy of the service/product specification given to all bidders for when this contract was last advertised?

Section 6 - Schools Transport (Mainstream and or SEND)

RTPI tracks buses in real time and predicts when the next bus is going to arrive and displays this information to passengers

Schools Transport (Mainstream and or SEND)	Person Responsibleⁱ	Donald MacRae manages the operational service. Software internally designed	Contact Email		
	Current Providerⁱⁱ	Internally designed Access Database	Number of Contractsⁱⁱⁱ	55	
	Contract Procurement	○ <i>Open Tender</i>	○ <i>G Cloud</i>	○ <i>Direct Award</i>	
		○ <i>Other Online Market Place</i>	○ <i>Other</i>	Not Applicable	
	Contract Start Date^{iv}	Not Applicable	Contract End Date^v	Not Applicable	
	Extension Clause^{vi}	Not Applicable	Current Extensions^{vii}	Not Applicable	
	Spend or Budget^{viii}		Meeting Minutes^{ix}	Not Applicable	
	Declined Suppliers^x	Not Applicable	Estimated No. of Bus Routes	170 school contract routes managed through Access database	
	Mission Statement^{xi}	Not Applicable			
	Future Transport Plans^{xii}	Not Applicable			
	Please attach any Specifications^{xiii}	Not Applicable			

Supporting Info	Question	Details

ⁱ Outside of procurement, who is the senior officer responsible for this contract?

ⁱⁱ Please provide information on who currently supplier the software for these services in your area of authority.

ⁱⁱⁱ Please provide either an actual figure or an estimate. If a historic number is available, please use that along with the date

^{iv} When did the contract with your current supplier initiate?

^v When does the contract with your current supplier End?

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- ^{vi} Is there an extension clause in the framework(s)/contract(s) and, if so, the duration of the extension? Please list clause numbers and reference them in Further Info
- ^{vii} Has a decision been made yet on whether the framework(s)/contract(s) are being either extended/ renewed?
- ^{viii} If available please provide the actual spend on this contract/framework (and any sub lots), from the start of the contract to the current date
- ^{ix} Please provide any URL location for any minutes relating to this service for the last 5 years.
- ^x Please provide information about Suppliers who applied for inclusion on each framework/contract and were successful & not successful at the PQQ & ITT stages
- ^{xi} Please provide any mission statement or strategy for this service
- ^{xii} Please provide any future to strategies for this service in your area. If possible, a link to a website is ok
- ^{xiii} Could you please provide a copy of the service/product specification given to all bidders for when this contract was last advertised?

Section 7 - Adult Social Care Transport

Who provides your services for Adult Social Care in your area?

Adult Social Care Transport	Person Responsibleⁱ	Donald MacRae manages the operational service. Software internally designed	Contact Email		
	Current Providerⁱⁱ	Internally designed Access Database	Number of Contractsⁱⁱⁱ	30	
	Contract Procurement	<input type="radio"/> <i>Open Tender</i>	<input type="radio"/> <i>G Cloud</i>	<input type="radio"/> <i>Direct Award</i>	
		<input type="radio"/> <i>Other Online Market Place</i>	<input type="radio"/> <i>Other</i>	Not Applicable	
	Contract Start Date^{iv}	Not Applicable	Contract End Date^v	Not Applicable	
	Extension Clause^{vi}	Not Applicable	Current Extensions^{vii}	Not Applicable	
	Spend or Budget^{viii}	No cost; database designed internally	Meeting Minutes^{ix}	Not Applicable	
	Declined Suppliers^x	Not Applicable	Estimated No. of Bus Routes	30	
	Mission Statement^{xi}	Not Applicable			
	Future Transport Plans^{xii}	Not Applicable			
	Please attach any Specifications^{xiii}	Not Applicable			

Supporting Info	Question	Details

ⁱ Outside of procurement, who is the senior officer responsible for this contract?

ⁱⁱ Please provide information on who currently supplies the software for these services in your area of authority.

ⁱⁱⁱ Please provide either an actual figure or an estimate. If a historic number is available, please use that along with the date

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^{vi} Is there an extension clause in the framework(s)/contract(s) and, if so, the duration of the extension? Please list clause numbers and reference them in Further Info

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^{viii} If available please provide the actual spend on this contract/framework (and any sub lots), from the start of the contract to the current date

^{ix} Please provide any URL location for any minutes relating to this service for the last 5 years.

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^{xi} Please provide any mission statement or strategy for this service

^{xii} Please provide any future to strategies for this service in your area. If possible, a link to a website is ok

^{xiii} Could you please provide a copy of the service/product specification given to all bidders for when this contract was last advertised?

Section 8 - Demand Responsive Transport

Some area's provide flexible public transport options for where the more traditional transport options are not suitable

Demand Responsive Transport	Person Responsibleⁱ	Donald MacRae	Contact Email	
	Current Providerⁱⁱ	Data Images Software Solutions, now part of the 365 group, on FlexiRoute scheduling system.	Estimated number of trips	Covers all of Moray's geographical area, operating 0930 – 1430/1600 - 1700
	Contract Procurement	○ <i>Open Tender</i>	○ <i>G Cloud</i>	○ <i>Direct Award</i>
		○ <i>Other Online Market Place</i>	○ <i>Other</i>	Purchased after demonstration
	Contract Start Dateⁱⁱⁱ	2007	Contract End Date^{iv}	Ongoing, annual renewal
	Extension Clause^v	Not Applicable	Current Extensions^{vi}	Not Applicable
	Spend or Budget^{vii}	£10K per annum	Meeting Minutes^{viii}	Not Applicable
	Declined Suppliers^{ix}	Not Applicable. Council has used Data Images since 2007 and were appointed prior to procurement legislation requiring an open competition	Estimated No. of Bus Routes	5
	Mission Statement^x	Not Applicable		
	Future Transport Plans^{xi}	Not Applicable		
	Please attach any Specifications^{xii}	Not Applicable		

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Section 9 - Subsidised or Franchised Bus Routes

Subsidised or Franchised Bus Routes	Person Responsibleⁱ	No contract in place	Contact Email	
	Current Providerⁱⁱ	Not being considered	Estimated No. of bus Routes	Not Applicable
	Is Franchising On Your Short to Medium Term Agenda?		<input type="radio"/> Yes	<input type="radio"/> No
	Contract Procurement	<input type="radio"/> Open Tender	<input type="radio"/> G Cloud	<input type="radio"/> Direct Award
		<input type="radio"/> Other Online Market Place	<input type="radio"/> Other	Not Applicable
	Contract Start Dateⁱⁱⁱ	Not Applicable	Contract End Date^{iv}	Not Applicable
	Extension Clause^v	Not Applicable	Current Extensions^{vi}	Not Applicable
	Spend or Budget^{vii}	Not Applicable	Meeting Minutes^{viii}	Not Applicable
	Declined Suppliers^{ix}	Not Applicable		
	Mission Statement^x	Not Applicable		
	Future Transport Plans^{xi}	Not Applicable		
	Please attach any Specifications^{xii}	Not Applicable		

Supporting Info	Question	Details

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