

**PASSENGER TRANSPORT BRANCH**  
**CONTRACT URBAN FRINGE STUDENT ONLY BUS SERVICES**  
**SERVICE ELIGIBILITY GUIDELINES**

***EXTENSION OF A BUS SERVICE\****

PT517\_1

This guideline relates to the extension of an existing contracted bus service for urban fringe student only bus services and has been developed to maximise use of existing services and infrastructure to ensure cost-effective development of the public transport system.

An extension of a bus service is considered to be any form of lengthening of a route and is classed as a “Variation of a Contractually Operated Regular Passenger Service” under the *Passenger Transport Services Act 2011*.

An extension can be requested by the community, a Bus Operator or the Department of State Growth. Urban fringe services are services that cross an urban boundary from a regional area to an urban area. Different guidelines apply to other service types.

In considering any request to extend an existing contracted urban fringe student-only service, the Secretary of the Department of State Growth must have regard to the following intent:

1. An extension to a contracted urban fringe student-only bus service will not be introduced in areas where there is a home area school that can meet students’ educational needs or where an existing government-funded Regular Passenger Service is already provided to the requested school or another school that can meet students’ educational needs, and those existing services are (or can be) timetabled to drop off/pick up students within 30 minutes before or after school.
2. For the purposes of (1) above, existing services may include a requirement for interchange (or multiple interchanges) with other government-funded Regular Passenger Services if the total waiting time across all interchanges is no longer than 30 minutes. Waiting time at interchanges does not include any waiting time at the originating bus stop (including the school for afternoon services).
3. On arrival in an urban area, students may be required to walk from a bus stop to the school they attend as long as there are pedestrian facilities to enable this to occur and it is no longer than 1.5km. This does not mean that a service will automatically be provided/extended if a student has to walk longer than 1.5km, as all other criteria still need to be met.
4. Extensions to services must not result in an increase to journey time of more than 5 minutes (across all extensions since the commencement of these guidelines), as this would disadvantage existing students. In some cases, this may require the extension to be provided at the end of the journey.

5. Extensions to services will not be approved if it is more cost effective for the Department to fund conveyance allowance.
6. Services are fare-paying. The maximum fare is set by the Department of State Growth and is subject to change from time to time.
7. Extensions to services will only receive top-up funding and must be commercially viable on this basis - no additional funding will be provided.
8. Procurement of extensions to a contractually operated Regular Passenger Service may be undertaken directly with the current service provider in accordance with the *Passenger Transport Services Act 2011*.
9. Removal of an extension to a service is at the Bus Operator's discretion and will be subject to the extension's commercial viability.
10. The service must be classified as a Regular Passenger Service under the *Passenger Transport Services Act 2011* and *Passenger Transport Services Regulations 2013*.

**Note:**

These guidelines may change, subject to changes in government policy on service provision and fares, and may be subject to external consultation requirements.