

AIDE MEMOIRE

Title: Hamilton bus services – service transition

To: Hon Nikki Kaye
Associate Minister of Education

From: Rob Giller
Acting Head of Education Infrastructure Service

s 9(2)(a) OIA

EIS Contact: Delaney Myers
Director School Transport

s 9(2)(a) OIA

Date: 14 April 2016

METIS: 994272

Security: Sensitive

Purpose

1. To alert you to the possibility of negative publicity surrounding the longstanding Ministry plans to transition some school bus services in Hamilton to the Waikato Regional Council, noting this is an operational issue.

Key Points

2. The Ministry has been advised that the Waikato Regional Council is considering escalating an operational issue either through the media or through Ministerial channels.
3. The Ministry provides school transport assistance to students who live a certain distance from their closest school if there is no public transport available.
4. In Hamilton, the Ministry is operating a number of services where there are efficient public transport networks operating that these students could be utilising. This is an inefficient use of public money.
5. The Ministry has been working with the Waikato Regional Council on service transitions for a number of years.
6. Urban services in Tauranga were recently transitioned to Bay of Plenty Regional Council. We don't operate urban services in Auckland, Wellington or Christchurch.

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Background

7. The Ministry of Education provides school transport assistance to students who live a certain distance from their nearest appropriate school if there is no public transport available. In some urban areas, services are being provided by both the Ministry and the Regional Council. This service duplication means that tax payer money, through both Vote Education and the National Land Transport Fund, is not being used efficiently.
8. In Budget 2015 the School Transport Operational Efficiencies programme was introduced, with the premise of spending money to save money. The departmental allocation to the programme of three million dollars went hand in hand with projected baseline savings of \$22M over the next four years.
9. Savings were to be achieved by optimising routes (route reviews), and withdrawing services which were duplicated by public transport.
10. Over the last few years, the Ministry has engaged with the Waikato Regional Council and other stakeholders with regards to the withdrawal of some Ministry services in Hamilton where there is an established and effective public transport system operating. The timeframes previously proposed by Ministry representatives had been too tight to ensure a smooth transition, and accordingly the process was slowed. As discussed with Waikato Council representatives last year, the timeframe the Ministry is now working to for transition of services is 1 July 2018, in order to align with council planning cycles and the National Land Transport Programme.
11. The Ministry is committed to working openly and collaboratively with Regional Councils and the NZ Transport Agency with regards to defining what constitutes suitable public transport, and where duplication exists between Ministry and Council services, working on a smooth transition plan to best meet the needs of stakeholders. To that end, discussions have commenced between the Ministry and the Regional Councils' Transport portfolio convenor and chair (Greg Campbell, Chief Executive at Greater Wellington), around developing a joined up approach to inform future transitions.
12. 
13. 
14. This is an operational matter for the Ministry; however, if you are approached for comment, the Key Points section of this briefing may be of assistance.

s 9(2)(ba)(i) OIA



AIDE MEMOIRE

Title: School Transport Change Programme

To: Nikki Kaye
Associate Minister for Education

From: Jerome Sheppard
Head of Education Infrastructure Services
[Redacted] s 9(2)(a) OIA

EIS Contact: Delaney Myers
Director School Transport
[Redacted] s 9(2)(a) OIA

Date: 17 June 2016

METIS: 1003595 **Security:** Sensitive

Purpose

1. You have requested a discussion about the future of school transport assistance.

Key points

2. School transport assistance (STA) is provided to help address the barrier of distance to educational achievement in the absence of suitable public transport, at a budgeted cost of \$190M in the 2016/17 year.
3. The Budget 2015 School Transport Operational Efficiencies (STOE) programme includes baselined savings of 22 Million dollars to the transport crown accounts.
4. Good progress has been made on the STOE programme and the Ministry is on track to make the savings while at the same time improving the quality of services.
5. The Ministry is setting up systems to gather and analyse data that will be required to provide well informed advice to Ministers on policy change options in future years.

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Background

6. Over 100,000 students are offered STA to get to school each day, and a further 25,000 year 7 and 8 students are regularly transported to technology centres at other schools. The school transport crown budget, (inclusive of the \$5M baseline savings), for 2016/17 is \$190M.
7. The Ministry contracts nearly 100 transport providers and also has contractual relationships with over 400 directly resourced schools and Maori medium schools so they can provide their own transport.
8. The Ministry is second only to Auckland Transport as the largest purchaser of passenger services in New Zealand.

Service Operations for the 3 year period 2015/18	Cost 2015/18 (\$ Million)	Central Govt cost (\$ Million)	Boardings per year (million)
Auckland Transport	863	452	88
Ministry of Education	584	584	45
Greater Wellington	341	181	37

Council operations budgets include leases, maintenance and staffing of facilities including park n ride, terminals, and other facilities and infrastructure. Services include trains and ferries.

Ministry costs include departmental and non departmental

Ministry boardings based on eligible students only, 191 days a year for daily transport and tech transport 30 days per year for eligible students.

Council boardings include significant projected increases, MoE are static.

As a comparison, Air New Zealand has 18M boardings a year, including international flights.

9. Day to day service administration is undertaken by two service agent companies, one in each of the main islands.
10. School transport services are demand driven. Eligible student numbers are estimated at 100,000, inclusive of SESTA, but not including the approximately 25,000 receiving technology services.

s 9(2)(g)(i) OIA

11. There have been many reviews undertaken on school transport over the last 20 years; none of which have lead to any significant changes in service provision.

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12.

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13. All of the initiatives set out in this paper are within the scope of the existing mandate and can be made without requiring changes to Government policy. That said, the work being done will position the Ministry to provide well informed advice to Ministers on policy change options in future years.

Achievements This Year

14. In the 2015/16 year we have made good progress on some of the basics, including Ministry capability, administrative support systems, health and safety, and efficient route design.
15. A five year plan has been developed to address the most pressing issues of safety and efficiency, while providing the information required to assess the effectiveness of the current school transport settings; and model the impact of possible policy changes.

STOE savings

16. Budget 2015 saw the introduction of the School Transport Operational Efficiencies programme, (STOE), with an investment of \$3M in operational funding to improve the effectiveness of the delivery of the existing school transport service to realise savings of \$22M of crown funding over the next four years.
17. Because our bus contract prices are set by the kilometre and are locked into long term contracts, set by the open market at tender in 2008, the only way to achieve the \$22M savings is to reduce the number of kilometres travelled.
18. The first year is nearly complete and the planned savings of \$2M will be achieved.
19. These savings, which will contribute \$8M over the 4 year STOE programme, were realised through:

- Stopping some routes which did not meet with school transport policy, most notably in the urban Tauranga area where suitable public transport exists
- A successful tender exercise for the Central Auckland SESTA cluster, (which also gave us the opportunity to trial a new procurement model and test the cost of introducing mandatory safety improvements such as onboard cameras and GPS)
- Improved alignment with policy when considering new services.

Administration Technology

20. STRAS, the Ministry's payment engine used to pay nearly \$200M annually to over 100 service providers, 5,000 families and 400 schools for transport services was replaced in 2015/16 to ensure continuity of service.

Route Optimisation Technology

21. The Ministry has developed the School Transport Route Optimiser (STRO) that enables bus routes to be optimised against school transport policy, in a manner that is nationally consistent and based on reliable data. It has also been described as "policy on a map."
22. The STRO has been extremely successful, enabling the Ministry to see for the first time what a consistent application of school transport policy would look like on a national scale. It allows for instant assessments of student eligibility and designs the most efficient routes possible in minutes rather than weeks. The success of the software developed was such that it was a finalist in the NZ Hi Tech awards, in the category of Best Technology for the Public Sector.

Work in progress

Health and Safety

23. Safety has always been the highest priority in the provision of STA. The safety record is very good, and travelling by bus remains one of the safest ways a student can get to school.
24. We are introducing new technologies to our fleets to enhance safety, and we are looking at a changed contract model that will provide a higher level of accountability for safety performance.
25. Increased performance monitoring systems are being developed to ensure we meet our obligations under health and safety legislation.

Route Optimisation

26. Better designed routes will save money and ensure that we are providing assistance where it is most needed. Route optimisation is taking place in June using the new STRO technology. Actual route changes will then be prioritised for

implementation. Prioritisation will be done by comparing the cost savings with the level of impact, if any, the optimisation would have on service users. This prioritisation is to ensure we are fiscally responsible without distracting attention from priority educational initiatives. Detailed stakeholder engagement and communications plans have been developed and we envisage being able to achieve the year two STOE savings with minimal disruption.

27. It should be noted that route reviews do not necessarily lead to withdrawal of services. Area reviews can lead to realignment of services to reflect changes in demographics and the road network - taking 20 routes and reducing them to 18 more efficient routes without removing services to individual students for instance.

Integration with Public Transport

28. Central government funds all Ministry of Education services, as well as a significant portion of public transport through the National Land Transport Programme. Improved integration with public transport will see a better return on the public spend.
29. In order to better integrate Ministry services with public transport, a steering group has been formed along with the regional councils (collectively represented by Greg Campbell, CE of Greater Wellington Regional Council, as chairman of their Transport special interest group), the NZ Transport Agency, Ministry of Transport, and the Bus and Coach Association.
30. We will be removing some services in Hamilton and the Wakatipu Basin where there are effective public transport networks in place, and this steering group will be a forum for setting the processes for this aspect of public transport integration.

Contract Model

31. Our bus operators have been advised that the second and final three year extension on their contracts, subject to satisfactory performance, will be offered under variation. Those variations will mandate the use of onboard technology, both for safety reasons and for service monitoring purposes, and a number of increased safety provisions. The varied contracts will commence at the start of the 2018 school year.
32. This will allow us time to develop an improved contract model that will result in improved efficiency and improve the ease of service monitoring. The preferred contract model will be trialled in a couple of areas to allow us to fully appreciate its effectiveness and to make adjustments as required before committing to a full transition. We will work closely with the education community and the industry as we assess the new model.

National SESTA tender

33. The national SESTA tender is underway, with an estimated \$315M total contract value over nine years. The new contracts will require a raft of new safety

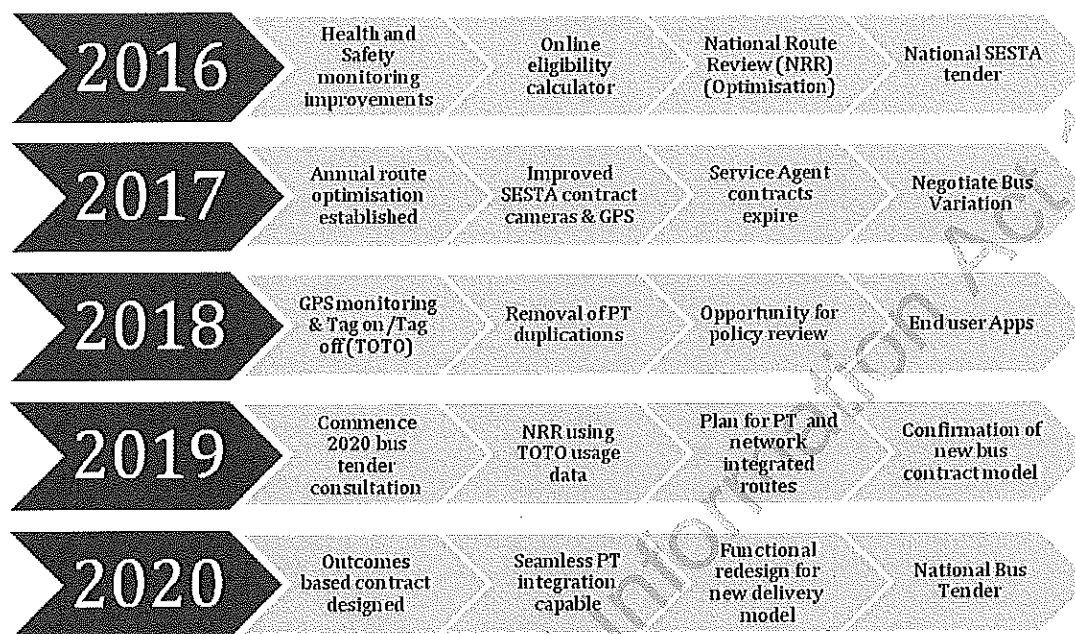
measures, including onboard cameras, GPS and panic alarms and significantly enhanced child protection policies.

34. A new procurement methodology has been introduced that requires a higher standard from tenderers. It also reduces the cost uncertainty for operators and therefore minimises the risk premium in prices submitted.
35. The revised contract model was trialled in Auckland Central, where we achieved very competitive pricing despite all of the additional requirements. As such we anticipate being able to deliver all of the new safety initiatives without increased cost to government.

On board technology

36. By introducing onboard technology, including GPS tracking of all services and tag on/tag off facilities, we will be able to monitor the safety performance of our services, the numbers of students using them, and ensure our routes can be adjusted based on actual usage rather than relying entirely on eligible student numbers. We can also then offer low cost end-user enhancements, such as smart-phone apps that allow parents to see where the bus currently is, just as they can currently do for many public transport services and their delivery order pizza.
37. Information from using tag on/tag off technology, combined with GPS data and the STRO data will enable us to model changes in policy, including numbers of students impacted and costs. We will also be able to model the effects of changes to the schooling, roading and public transport networks.
38. Using tag on/tag off systems that are compatible with public transport integrated ticketing will enable us to better integrate with public transport through shared services. This would also make it possible, if considered appropriate, to offer assistance to students in areas where public transport is in place, but affordability of that transport was a barrier to accessing education.

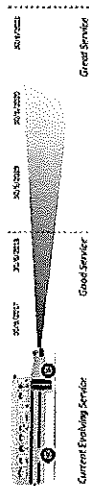
39. High level business transformation priorities for the next 5 years:



Released under the Official Information Act 1982

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School Transport – The Journey from Good to Great



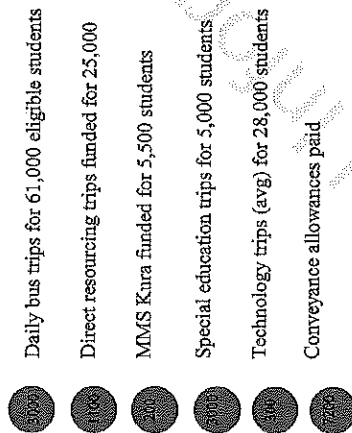
Safe, effective and efficient school transport system valued by school communities

The Business

Distance should not be a barrier to educational achievement. Ministry school transport assistance is provided for students who face difficulties getting to and from school because of distance, where there is no public transport.

Since the 1870s we have been providing transport services for approx one in seven eligible students from their home to their closest school.

The Numbers – daily vehicle movements

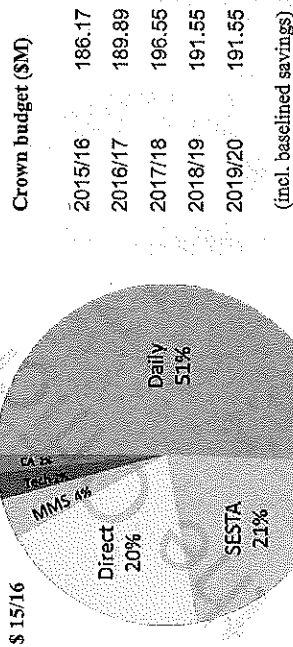


The Challenges

- Health & Safety responsibilities.
- Lack of available near-real time student specific data and vehicle movement. Where are our vehicles and who is on them?
- Escalating costs
- Regional operational inconsistencies
- Definitions around 'suitable public transport'
- *Affordability as a barrier? (policy question)*

The Opportunities

- Technology offers massive advances to better inform decision making and align operations with policy
- Technology will be used for optimised route design, performance monitoring and health and
- Savings to the taxpayer through better integration of services with public transport
- Support the effective and efficient transport of students to school to enhance learning outcomes.



The 2015 School Transport Operational Efficiencies bid

Budget 15 Bid	2015/16	2016/17	2017/18	2018/19
Spend \$M (Dept)	0.75	0.75	1	0.5
Save \$M (Crown)	-2	-5	-5	-10
Net	-1.25	-4.25	-4	-9.5

The Priorities for the next 3 years

Approved for budget 2015 was the School Transport Operational Efficiencies programme, a \$3M departmental investment for technology and enhanced capability to deliver savings through optimising bus routes (route reviews) and service integration with regional councils. Savings of \$22M have been baselined as one outcome of the STOR.

National route review

In 2016 we will use our new technology to undertake a review of all routes. Emphasis is on smooth transitions, including timebound grandparenting arrangements. Deployment of online eligibility calculator.

Technology requirements

Cameras, emergency alert facilities and GPS on all SESTA vehicles from 2017
GPS technology on all buses from 2018 will enable improved performance and safety monitoring. Exploration of 'tag on tag off'. Development of end user apps.

Integration with Public Transport

Government expenditure is duplicated on public transport and school transport, including Queenstown and Hamilton. We are working with councils on a service transition plan to be complete by 1 July 2018. Exploration of integrated ticketing.

Improved performance and contract management

Development of meaningful measures and monitoring regime to ensure safety, efficiency, and an understanding of our customer needs.



AIDE MEMOIRE

Title: School Transport Route Optimisation

To: Hon Nikki Kaye
Associate Minister of Education

From: Rob Giller
Acting Head of Education Infrastructure Service

s 9(2)(a) OIA

EIS Contact: Delaney Myers
Director School Transport

s 9(2)(a) OIA

Date: 16 August 2016

METIS: 1018537

Security: In Confidence

Purpose

1. This aide memoire updates you on the progress with the School Transport Operational Efficiencies (STOE) route optimisation programme.

Key points

2. Budget 2015 provided \$3M of departmental expenditure to maximise value for money in the school transport programme, and provide a platform for future improvements; with baselined Crown savings of \$22M over four years.
3. Five million dollars of savings have been baselined in the 2016/17 transport budget and these savings cannot be achieved without undertaking route optimisation as the rates paid are set in long term contracts.
4. Using technology developed as part of the STOE programme, we have identified these savings can readily be achieved with a very low level of disruption.
5. A full term's notice to schools and service providers for changes is required so engagement with schools on route adjustments will start on 9 August. Final decisions need to be made before the end of term 3 with changes coming into effect for term one 2017.

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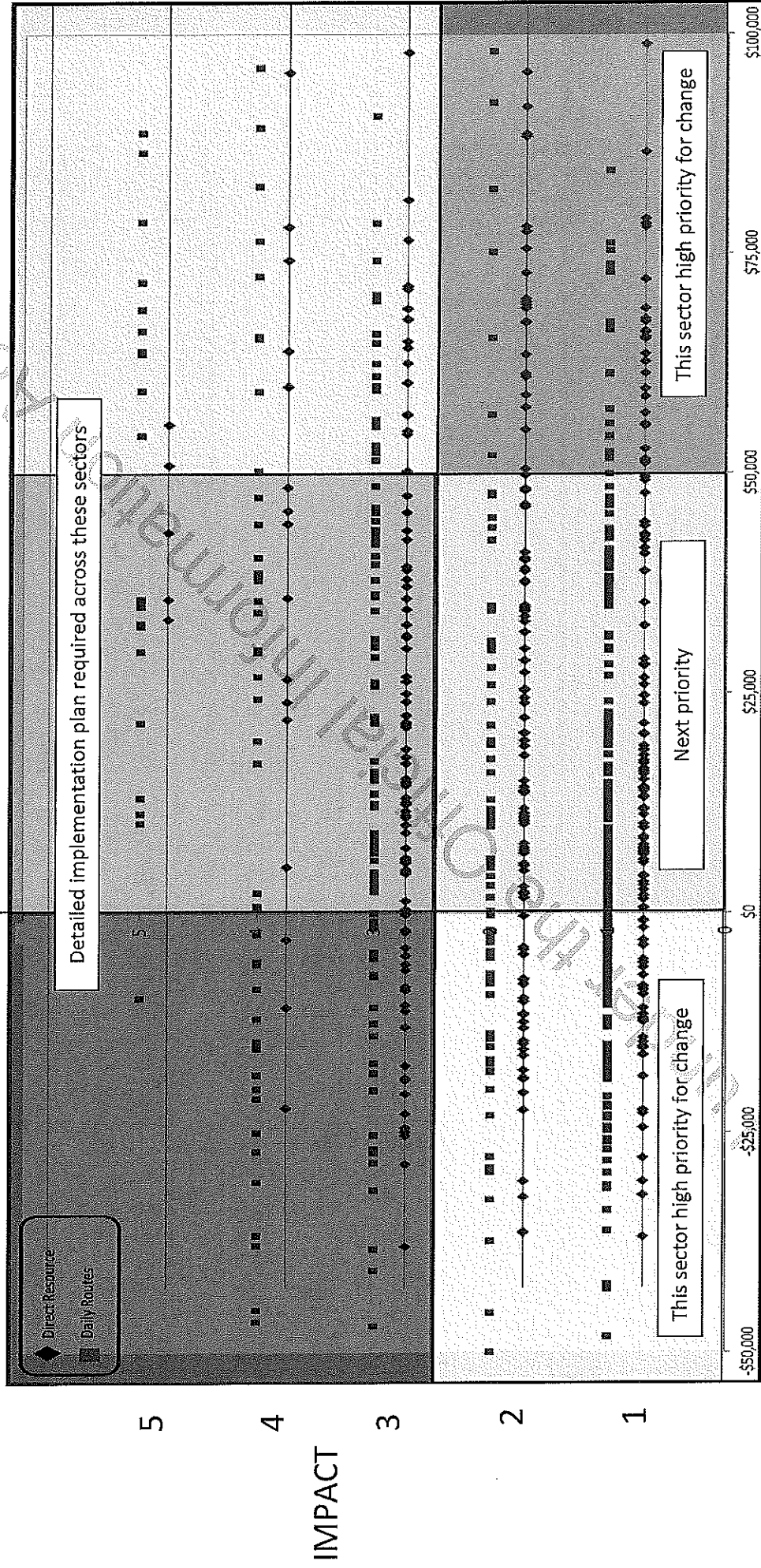
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Background

6. Part of the STOE investment has been used to develop a technology solution to optimise the design bus routes within school transport policy, to ensure our routes remain appropriate when considering current demographics, school locations and changes to roading networks. This technology has been recognised as a finalist at the NZ Hi-tech awards under the category of best technology solution for the public sector, which was presented by Hon. Steven Joyce; and as a finalist for the Project Management Institute of NZ "Public Sector Project of the Year" to be awarded in September.
7. So far, a third of the bus routes have been reviewed using the optimising programme, showing there has been significant over-expenditure, including funding routes with no eligible students.
8. We have also identified that some routes need to be extended or otherwise altered, as some students eligible for our assistance are not receiving it or are having to travel too far to access it.
9. s 9(2)(f)(iv) OIA [REDACTED]
10. No actual route changes have been undertaken as yet.
11. All identified changes have been mapped according to their impact/risk and cost, to enable a clear prioritisation process for addressing route inefficiency. Impact and risk assessments have been derived from the number of students affected and local knowledge of the history of each school and their transport arrangements.
12. The impact v cost savings matrix is attached. As a result of this prioritisation process, we have identified the routes that can be optimised with little or no disruption to students. These are the routes we will be changing to ensure we meet our budget requirements.
13. Engagement will be taking place in August with schools to ensure our findings are accurate, and then with bus operators to alter their contracts.
14. The routes prioritised for changes in this round are:
 - a. Routes that should be extended, because students are not being served that should be.
 - b. Direct Resourced funding reassessments for schools that are being overpaid or underpaid because of changes in student demographics or road network design.
 - c. Redesign of multiple bus routes where the design is inefficient, for instance, where we are using five buses when we could use four.
 - d. Curtailing portions of routes in areas where there are now insufficient eligible students.





AIDE MEMOIRE

Title: School Transport Operational Efficiencies

To: Hon Nikki Kaye
Associate Minister of Education

From: Rob Giller
Acting Head of Education Infrastructure Service

[REDACTED] s 9(2)(a) OIA

EIS Contact: Delaney Myers
Director School Transport

[REDACTED] s 9(2)(a) OIA

Date: 16 August 2016

METIS: 1018547

Security: In Confidence

Purpose

1. This aide memoire updates you on the progress with the School Transport Operational Efficiencies (STOE) programme.
2. We are meeting you on 18 August at 3.30pm to discuss the broad school transport work area. Ministry attendees will be Rob Giller, Delaney Myers, Julie Keenan and Craig Cliff. We suggest using this time to discuss this paper, the accompanying report on Route Optimisation (METIS 1018537 refers) and our response to your requests for a school transport work programme (METIS 1011169 refers).

Key points

3. Budget 2015 provided \$3M of departmental expenditure to maximise value for money in the school transport programme, and provide a platform for future improvements; with baselined Crown savings of \$22M over four years.
4. The STOE programme introduces various technologies that will enhance safety and provide information to enable more efficient service management and service procurement.

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5. The information that will be collected as part of the technology suite will inform future policy direction, by providing evidence to support and cost improvement initiatives.

Background

6. Budget 2015 included the School Transport Operational Efficiencies bid, a "spend to save" initiative to ensure better value from the school transport spend, as set out below:
 - a. *Current transport procedures are highly manual and don't provide adequate real time data.*
 - b. *This initiative seeks to introduce comprehensive (best practice) processes and procedures and commercial frameworks supported by appropriate resources to gain maximum value for money from School Transport annual spend.*
 - c. *This is to be complemented by a policy review process to ensure our policy framework enables us to provide school communities with safe, reliable, and targeted transport assistance.*
 - d. *The initiative will see collective investment in resources, tools and processes to transform the way school transport is procured, provided and managed.*
 - e. *The transformation of school transport is aimed at shifting school transport from route-focused transactional services to network-focused services integrated with the school system. This will reduce Crown costs as kilometres travelled will reduce.*
 - f. *The benefits will mean that school transport will be provided in a safer environment with real-time technological monitoring and reporting managed by an appropriately resourced team with the correct balance of capability and capacity.*

Funding Sought at Budget 15		2015/16	2016/17	2017/18	2018/19
Operating	<i>Spend (Dept)</i>	0.750	0.750	1.000	0.500
	<i>Save (Crown)</i>	(2.000)	(5.000)	(5.000)	(10.000)
	<i>Net</i>	(1.250)	(4.250)	(4.000)	(9.500)
Capital	<i>Net</i>	-	-	-	-

7. The savings required for the 2016/17 financial year will be achieved with route optimisation, using the School Transport Route Optimiser technology solution, which was developed under the STOE programme. Changes have been prioritised for minimum impact. METIS 1018537 refers.

Next Steps

8. Appended is a high level overview of the service improvement priorities over the next five years.
9. Our immediate priorities are:
 - a. The National SESTA tender, inclusive of the new safety package of cameras, GPS and panic alerts in all vehicles.
 - b. Implementation of stage one route optimisation
 - c. Setting standards for technology on buses
 - d. Improved contract management of our service providers
 - e. Investigation of preferred method of identifying bus users

Technology on buses and student identification

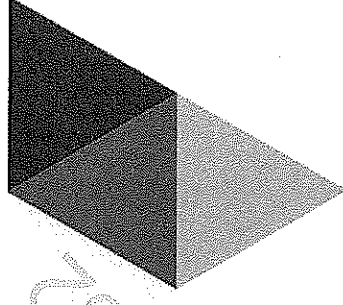
10. The Ministry's ability to monitor the safety and efficiency of school transport services is limited by the lack of information available on the services being run. Further, the lack of information on the performance of the services provided and who is using them hampers any analysis of service effectiveness. Real time information is critical to the Ministry discharging its safety obligations, providing a valued service and demonstrating value for money.
11. The next step in the STOE programme is the introduction of onboard technology on buses, scheduled to commence for 2018, when the bus contracts are varied. This will assist the Ministry to monitor the safety performance of its buses and ensure quick response to emergency situations. The technology will provide time and location recording for each bus; along with exception reporting for speeding, heavy braking/sudden deceleration, hard cornering and a bus being stationary off the road. This will allow for immediate recognition of unsafe driving, near miss crashes and actual crashes. It will also allow for timeliness monitoring, so we will know students are being delivered to school on time.
12. Knowing who is on the bus at any given time, and if/where they board or disembark is important for managing child safety. This allows for ready identification of which students are on the bus in an emergency situation, and for assisting with 'missing student' scenarios.
13. Optional enhancements to improve student/caregiver experience using a combination of vehicle location and student identification, as used in some overseas jurisdictions, could include:
 - a. an automated email or text message to a caregiver if a student does not board their regular service;
 - b. an end user application that shows the location of the bus to enable students and caregivers to know where the bus was and if the bus was running late, or not running due to service delays and/or weather incidents
14. All of this technology exists now so it is a matter of setting design standards and implementation rather than development.
15. Data on the actual performance and use of our services will enable meaningful discussion on the costs and benefits of any future policy review measures to further drive value for money and better support educational outcomes.

Contract Model

16. Currently, the Ministry has contracted Service Agents in the regions, responsible for the day to day management of transport activities. Their contracts end 30 June 2017 and we will be exploring alternative means of managing school transport.
17. There is opportunity to deliver significant efficiency benefits by changing the contract model for our transport service providers. Their contracts are up for variation in 2017 for services commencing 2018, and in 2020 a national tender will take place for school transport services. Over the next couple of years we will start piloting contract options with some of our providers, so we can establish the most appropriate model. We are engaging with the NZ Bus and Coach Association on proposed models and we will develop a thorough engagement strategy for schools to ensure their needs are met during this process.
18. It is envisaged that we will move to some form of a regionally based Primary Supplier model for services. One option to be considered as part of this is whether a Regional Council could be a Primary Supplier and therefore provide services for the Ministry of Education, integrated with their public transport offering.

School Transport change programme priorities

	SAFE	EFFICIENT	EFFECTIVE	2016	2017	2018	2019	2020	2021
Route Optimisation	★	★	★	→	→	→	→	→	→
Contract Management	★	★		→					
SESTA Safety	★			→					
Technology on Buses	★	★		→	→				
Student Identification	★	★	★	→	→				
Contract model	★	★							
Public Transport Integration		★	★	→	→	→	→	→	→
End User Enhancements	★		★		→				



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Education Report: School Transport Operational Efficiency Optimisations 2017

Date:	13 September 2016	Priority:	Medium
Security Level:	In Confidence	METIS No:	1023370

Action Sought

Addressee	Action Sought	Deadline
Minister of Education	<p>Note that Budget 2015 included funding for improved information systems and capability to achieve improved value for money in school transport services (CAB Min (15) 12/2(8) refers);</p> <p>Note that the Ministry of Education (the Ministry) is now implementing operational changes to achieve the school transport operational efficiencies;</p> <p>Note that optimising school transport routes and direct resourcing (funding for schools to deliver school transport services directly) is a business as usual activity for the Ministry;</p> <p>Note that operational changes will involve expansions, contractions, and optimisations to a small number of Ministry operated routes and recalculations for funding to some schools that are directly resourced for school transport;</p> <p>Note that the changes selected for implementation are low impact but may still generate some local interest, and there may be media interest in the route optimisations;</p> <p>Note that the Ministry will communicate the changes to affected schools no later than 23 September 2016 (before the start of Term 3 school holidays); and</p> <p>Note the Ministry has prepared a draft letter for you to consider sending to your parliamentary colleagues whose electorates are affected by the changes.</p>	20 Sept 2016
Associate Minister of Education	Note the contents of this report.	
Enclosure: Yes		Round robin: No

Contact for telephone discussion (if required)

Name	Position	Telephone	1 st Contact
Jerome Sheppard	Head of Education Infrastructure Service		
Delaney Myers	Director School Transport		✓
Erin Stephen	Drafter		

The following departments/agencies have seen this report:

Minister to Complete (please circle)

1 = very poor

2 = poor

3 = acceptable

4 = good

5 = very good

Minister's Office to Complete:

☐ Approved

☐ Declined

☐ Noted

☐ Needs change

☐ Seen

☐ Overtaken by events

☐ See minister's notes

☐ Withdrawn

☐ Signed

Comments:

Education Report: School Transport Operational Efficiency Optimisations 2017


Recommendations

We recommend that you

- a. **note** that Budget 2015 included funding for improved information systems and capability to achieve improved value for money in school transport services [CAB Min (15) 12/2(8) refers];
- b. **note** that the Ministry of Education (the Ministry) is now implementing operational changes to achieve the school transport operational efficiencies;
- c. **note** that optimising school transport routes and direct resourcing (funding for schools to deliver school transport services directly) is a business as usual activity for the Ministry;
- d. **note** that operational changes will involve expansions, contractions, and optimisations to a small number of Ministry operated routes and recalculations for funding to some schools that are directly resourced for school transport;
- e. **note** that the changes selected for implementation are low impact but may still generate some local interest, and there may be media interest in the route optimisations;
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- g. **note** the Ministry has prepared a draft letter for you to consider sending to your parliamentary colleagues whose electorates are affected by the changes.


Jerome Sheppard
Head of Education Infrastructure Service

NOTED / APPROVED


Hon Hekia Parata
Minister of Education

15-9-16

Education Report: School Transport Operational Efficiency Optimisations 2017

Purpose of report

1. To update you on progress of the *School Transport Operational Efficiency* (STOE) initiative that was approved by Cabinet in Budget 2015, including information about the route changes planned for implementation in Term 1, 2017.

Background

2. The STOE initiative was approved by Cabinet in Budget 2015 [CAB Min (15) 2/2(8) refers]. The Ministry's School Transport Group plans to invest \$3 million over the next four years to significantly improve its operational performance. This investment is forecast to introduce more efficient processes and generate savings. The STOE initiative resulted in savings of over \$2 million in the 2015/16 year and is budgeted to deliver a further \$3 million in savings in 2016/17.
3. The STOE initiative was established to address inefficiencies within the current school transport delivery settings, including a lack of information about the school transport system performance. This lack of information has meant that school transport policy has not been consistently applied and inefficiencies have been difficult to identify and quantify. For example, current inefficiencies include instances of eligible students not receiving school transport support, while conversely in some cases some non-eligible students do.
4. Optimising school transport routes and direct resourcing is one of the Ministry's business as usual functions as the location of eligible students, and the school they attend, changes. This was previously a very labour intensive exercise of manually entering student data and mapping the changes. The lack of consistent data has hampered the Ministry's ability to carry out this function effectively.
5. The route optimisation software developed as part of the initiative has made it possible to undertake route updates consistent with school transport policy. The software maps every student who is eligible for school transport services, and calculates the most efficient route to get those students to school.
6. The route optimisations that will be implemented in Term 1, 2017 will save around \$3 million a year and represent some 'quick wins' or the changes with the lowest impact. At this stage, we will not put into effect the majority of the efficiencies identified because either they are likely to have a higher impact in school communities or the potential savings make them a lower priority task. The most substantial savings will be made from recalculating direct resourcing to schools based on how many students are enrolled who are eligible to receive school transport services. It has been identified some schools are being overpaid under their contract with the Ministry due to out of date school roll data.
7. The proposed route changes include some expansions, contractions, and re-routing of school transport services. There will be some minor changes to service provision in some areas. The changes may draw some attention because the Ministry has not undertaken any significant school transport adjustments for several years while the new software has been developed and tested. However, this is a first step to transitioning to closer alignment with the existing policy settings.

8. The proposed 2017 route optimisations have been reviewed to ensure that the impact of the changes is minimised. This includes ensuring that:
- a) All eligible students will have transport assistance provided.
 - b) No school will lose its only bus route.
 - c) Schools that are having a significant direct resourcing reduction will have the reduction phased.
 - d) Initially not making changes to provision of transport assistance where there has been an agreed special arrangement made, or where out of policy provision has been long standing.
9. Realigning operations with the school transport policy will require a phased approach in some areas. However, the STOE initiative is enabling the Ministry to spend the annual school transport budget of \$190 million more efficiently, more consistently, and more transparently.

Communication of 2017 Route Optimisations and Direct Resourcing Calculations

10. A list of schools being engaged about transport data is attached at Appendix A.
11. The Ministry's Transport Service Agents are currently engaging with affected schools to ensure that the data being used to generate the route optimisations is complete and accurate. The schools are aware that the Ministry is using this data for the purpose of route optimisations and direct resourcing calculations. The Ministry always provides schools with a minimum of one school term of notice about changes to bus routes, and will communicate the changes to affected schools no later than 23 September 2016 (before the start of Term 3 school holidays).
12. Contractual obligations are to notify transport providers about any changes for Term 1 2017 before the start of term 4 (Monday 10 October 2016).

STOE Initiative Future Work Plan

13. The future work plan for the STOE initiative includes continuing route optimisations, using technology to enhance health and safety in school transport, and working with territorial local authorities to reduce duplication of service.
14. As part of the STOE initiative the Ministry will require the installation of technology on buses to enable monitoring on the performance and location of all vehicles, and provide alerts when a vehicle runs off the road, brakes heavily or comes to a sudden halt (e.g. crashes). This will improve the data that we hold about school transport system performance, and will provide critical health and safety insights.
15. The technology will also enable us to geo-locate safe places to use as pick-up and drop-off points, and design routes around those safe places. On board monitoring technology will be a standard contract requirement on all school transport vehicles from 2018. This is technology already in use throughout the heavy vehicle and bus industry.
16. The Ministry is also researching the best options for identifying students as they board and disembark the buses, to assist in managing health and safety obligations and enable future end user enhancements for caregivers.

17. The 2017 route optimisations and direct resourcing recalculations result from analysis on 40% of the school transport routes. The STOE initiative will analyse the rest of the school transport network for more optimisations in 2018 and 2019.

18. Our current priorities and timeframes are set out in Table 1 below:

Table 1: priorities and future work plan

2016-2017	<p>Immediate operational priorities in the next 1-12 months are:</p> <ul style="list-style-type: none"> i. The National SESTA tender, inclusive of the new safety package of cameras, GPS and panic alerts in all vehicles; ii. Implementation of stage one route optimisation; iii. Setting standards for technology on buses; iv. Improved contract management of our service providers; and v. Investigation of preferred method of identifying bus users.
2018-2021	<p>Mid-range operational priorities, for the next 1-5 years, are:</p> <ul style="list-style-type: none"> i. Investigation of alternative contract models for the delivery of school transport assistance; ii. Improved integration with local government services; and iii. Withdrawal of some Ministry services in Waikato and the Wakatipu Basin where they duplicate public transport.

Risks

- 19. There is a risk that some communities, schools or impacted individuals may wish to challenge contractions in service or reductions in direct funding.
- 20. We have prioritised the interventions to be the least disruptive, and will phase significant direct resourcing reductions over two years. We will proactively communicate the changes to affected parties.
- 21. We have been in communication with all potentially impacted schools.
- 22. We have also prepared a draft letter from you to your colleagues representing electorates with affected schools and communities. The letter explains why the Ministry is making the changes to some routes and provides some context for Members to field queries; and offers to provide a further briefing.

Financial Implications

- 23. Savings associated with the STOE initiative form part of the Ministry's baseline funding and these savings must generate savings in 2016/17 in order for School Transport Assistance to be delivered within budget.

24. Table 2 below sets out the financial implications of the Budget 2015 bid.

Table 2: Financial implications of the STOE initiative

Funding sought at Budget 15		2015/16	2016/17	2017/18	2018/19
Operating	Spend (Dept)	0.750	0.750	1.000	0.500
	Save (Crown)	(2.000)	(5.000)	(5.000)	(10.000)
	Net	(1.250)	(4.250)	(4.000)	(9.500)
Capital	Net	-	-	-	-

25.

s 9(2)(f)(iv) OIA

Next Steps

26. On 20 September 2016 we will provide your office with:
- a) The final list of each affected school transport network.
 - b) Finalised key messages for responding to any media enquiries.
27. By 23 September 2016 we will notify schools about the route optimisations and direct funding changes.

Appendices

- A. Draft letter to MPs of affected electorates.
- B. Draft list of impacted schools and networks

Appendix A - Draft letter

Tēnā koe

I am writing to inform you about changes to school transport provision that may impact some families and whānau in your electorate.

The Ministry of Education regularly adjusts school bus services in response to students moving address, changing schools or taking up alternative transport arrangements. New software has been developed that allows the Ministry to implement the existing policy more efficiently and consistently. There has been no change in who is eligible for assistance with school transport.

The proposed route changes include some expansions, contractions, and re-routing of school transport services in line with where eligible children actually live. Some schools are directly funded to supply school transport services. That direct funding has also been reviewed to ensure that it is being delivered in line with eligibility for assistance.

The Ministry has prioritised these changes to ensure as little disruption as possible and has engaged with the affected schools to ensure they are informed of the changes. Changes to routes and adjustments to direct funding have been reviewed to ensure:

- All eligible students will continue to have transport options provided.
- No school will lose its only bus route.
- Schools with a funding reduction of more than 50% will have the reduction phased over two school years.
- Historical special arrangements and any bespoke transport solutions will be continued.

By 23 September 2016 the Ministry will formally notify schools about the route optimisations and direct funding changes. The changes may draw some attention because the Ministry has not undertaken any significant school transport adjustments for several years while the new software has been developed and tested. Some affected people and schools may contact you as their local Member of Parliament with their concerns about the changes.

Attached is a list of schools in your electorate that are affected.

I would like to also take this opportunity to advise you of some other improvements in school transport. From 2017, to enhance safety, all vehicles being used to transport special education students will have safety cameras, GPS and panic alarms fitted. In addition, work is currently underway to set standards for technology requirements on school buses to monitor the performance of the services.

If you have any questions about the changes to school transport, please feel free to contact my office.

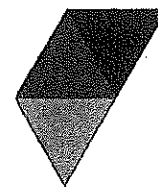
Who is name & email & addr.

TX

Ref	Type	Head School	Transport Provider Name
5159	DR	Nuhaka School	Nuhaka School
5226	DR	Poukawa School	Poukawa School DR
6088	DR	Ponatahi Christian School	Ponatahi Christian School
6138	DR	Alfredton School	Alfredton School DR
6028	DR	Pongaroa School	Pongaroa School DR
6198	DR	Whareama School	Whareama School
6096	Daily	Gladstone School (Masterton)	Gladstone School (Masterton)
6140	Daily	Mangamaire Country School	Mangamaire Country School
5042	Daily	Maraekakaho School	Maraekakaho School
5044	Daily	Puketapu School (Hawkes Bay)	Puketapu School (Hawkes Bay)
6129	Daily	Tararua College	Tararua College
6091	Daily	Tinui School	Tinui School
2226	DR	Kuranui Primary School	Kuranui School DR
2001	DR	Te Waotu School	Putaruru School Bus Services
2166	DR	Putaruru College	Putaruru School Bus Services
2174	DR	St Mary's Catholic School (Putaruru)	Putaruru School Bus Services
2540	DR	Maketu School	Maketu School DR
2208	DR	Katikati College	Katikati Transport Network
2227	DR	Matamata College	Matamata Schools Transport Group DR
2264	DR	Oropi School	Oropi School DR
2040	Daily	Opotiki College	Opotiki College
2122	Daily	Pyes Pa Road School	Pyes Pa Road School
2399	Daily	Tapu School	Tapu School
2021	Daily	Tarawera High School	Tarawera High School
2083	Daily	Te Puna School	Te Puna School
2622	Daily	Whakatane High School	Whakatane High School
2016	Daily	Whakatane Intermediate	Whakatane Intermediate
2315	DR	Arohena School	Arohena School DR
2128	DR	Te Kuiti High School	Te Kuiti District School Transport
2093	DR	Te Kauwhata College	Waikare Schools Transport Committee
1082	DR	Bream Bay College	Bream Bay School Transport Network
1121	DR	Waipu School	Bream Bay School Transport Network
1237	DR	Ruakaka School	Bream Bay School Transport Network
1287	DR	One Tree Point School	Bream Bay School Transport Network
1075	DR	Rodney College	Rodney Area Transport Schools (RATS)
1076	DR	Mangawhai Beach School	Rodney Area Transport Schools (RATS)
1141	DR	Tomarata School	Rodney Area Transport Schools (RATS)
1035	DR	Hikurangi School	Whangarei North Transport Network
9167	DR	Garston School	Garston School
9179	DR	Glenorchy School	Glenorchy School
9111	DR	Isla Bank School	Isla Bank School
8128	DR	Maheno School	Maheno School
9127	DR	Otama School	Otama School Transport Society DR
9112	DR	Thornbury School	Thornbury School
9130	DR	Waianiwa School	Waianiwa School
9108	DR	Waikaka School	Waikaka School
8209	Daily	East Otago High School	East Otago High School
7779	DR	Beaconsfield School	Aoraki School Transport Network
7590	DR	Hurunui College	Hurunui College DR

7767	DR	St Andrew's School (Timaru)	Aoraki School Transport Network
7188	DR	Awahono School - Grey Valley	Awahono School - Grey Valley DR
7090	DR	Lake Rotoiti School	Lake Rotoiti School
7198	DR	Tasman Bay Christian School	Tasman Bay Christian School DR
7142	DR	Ward School	Ward School
7074	Daily	Karamea Area School	Karamea Area School
7150	Daily	Tapawera Area School	Tapawera Area School
7516	DR	Lauriston School	Methven Area Bus Group
7725	DR	Twizel Area School	Twizel Area School
7756	DR	Tinwald School	Tinwald School
7751	DR	Hinds School	Ashburton Network
7754	DR	Mayfield School (Mid-Canterbury)	Ashburton Network
7678	DR	Rakaia School	Ashburton Network

Released under the Official Information Act 1982



MEMO

To: Katrina Casey
From: Jerome Sheppard
Date: 20 September 2016
Subject: School transport route changes 2017

Key Messages

Change Impact

1. 40 of the 1459 Ministry operated bus routes are being changed. Some will be merged, some shortened and some extended. All students who are eligible for school transport services will continue to have access to a Ministry provided bus route.
 - a. In some cases there will be a small timetabling change or a need to self-transport further to a bus stop. A conveyance allowance is available to the caregivers of any students who need to travel more than 2.4km to their nearest bus stop.
 - b. A precise number of students affected cannot be provided, because there is no utilisation data available for school transport. Our route design and impact assessments assume that all eligible students use our services.
 - c. We have minimised the change impact on students who are not eligible for school transport assistance where we are aware of potential issues. We have used our Service Agents' local knowledge, and conversations with schools and transport providers to inform these assessments.
2. We have also recalculated the funding for twenty seven schools and networks of schools that receive Direct Resourcing to provide their own transport. Their funding is based on the distances their eligible students live from the school, and is set in a funding agreement. 19 schools or networks will have their funding decreased and eight schools/networks will have their funding increased. Schools that are having a significant funding reduction will have the change phased over time. Schools sometimes use Direct Resourcing funding to subsidise other operational costs at the school. Schools may raise issues related to increased pressure on operational funding.
3. The school transport changes are being continually assessed for risk. Only low impact changes have been prioritised for action this year.

Consultation

4. The Ministry's Service Agents have been working with schools to ensure that the data is accurate. Affected schools will receive contact information for raising and resolving issues created by these changes. If information comes to light suggesting that a decision should be reviewed, this will happen swiftly to ensure the needs of students are met.

5. The Minister has been briefed, and a letter has been prepared for her to send to her colleagues who represent affected areas. [METIS 1023370 refers]. The briefing is attached at Appendix 1.
6. Advice on the upcoming change programme was provided to Directors of Education on 5 August and followed up with a list of affected schools and key messages on 16 September. The list of bus routes that we plan to change, and their lead school is attached at Appendix 2.
7. The list of schools and networks that are having their funding changed is attached at Appendix 3.

Next Steps

8. Draft letters to the relevant Members of Parliament will be sent to the Minister's office on 20 September.
9. Most affected schools will be advised in person of changes on 22 or 23 September. Some schools will be advised by telephone. Letters will be sent to affected schools on 23 September 2016.

Background

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13 September 2016

1023370

Education Report: School Transport Operational Efficiency Optimisations 2017


Recommendations

We recommend that you

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Head of Education Infrastructure Service

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Hon Hekia Parata
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If you have any questions about the changes to school transport, please feel free to contact my office.

Who is name + email + addr.

TX

Ref	Type	Head School	Transport Provider Name
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6088	DR	Ponatahi Christian School	Ponatahi Christian School
6138	DR	Alfredton School	Alfredton School DR
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2093	DR	Te Kauwhata College	Waikare Schools Transport Committee
1082	DR	Bream Bay College	Bream Bay School Transport Network
1121	DR	Walpu School	Bream Bay School Transport Network
1237	DR	Ruakaka School	Bream Bay School Transport Network
1287	DR	One Tree Point School	Bream Bay School Transport Network
1075	DR	Rodney College	Rodney Area Transport Schools (RATS)
1076	DR	Mangawhai Beach School	Rodney Area Transport Schools (RATS)
1141	DR	Tomarata School	Rodney Area Transport Schools (RATS)
1035	DR	Hikurangi School	Whangarei North Transport Network
9167	DR	Garston School	Garston School
9179	DR	Glenorchy School	Glenorchy School
9111	DR	Isla Bank School	Isla Bank School
8128	DR	Maheno School	Maheno School
9127	DR	Otama School	Otama School Transport Society DR
9112	DR	Thornbury School	Thornbury School
9130	DR	Waihiwa School	Waihiwa School
9108	DR	Waikaka School	Waikaka School
8209	Daily	East Otago High School	East Otago High School
7779	DR	Beaconsfield School	Aoraki School Transport Network
7590	DR	Hurunui College	Hurunui College DR

7767	DR	St Andrew's School (Timaru)	Aoraki School Transport Network
7188	DR	Awahono School - Grey Valley	Awahono School - Grey Valley DR
7090	DR	Lake Rotoiti School	Lake Rotoiti School
7198	DR	Tasman Bay Christian School	Tasman Bay Christian School DR
7142	DR	Ward School	Ward School
7074	Daily	Karamea Area School	Karamea Area School
7150	Daily	Tapawera Area School	Tapawera Area School
7516	DR	Lauriston School	Methven Area Bus Group
7725	DR	Twizel Area School	Twizel Area School
7756	DR	Tinwald School	Tinwald School
7751	DR	Hinds School	Ashburton Network
7754	DR	Mayfield School (Mid-Canterbury)	Ashburton Network
7678	DR	Rakaia School	Ashburton Network

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Appendix 2: Ministry operated routes to change

Route	Group	Type	Decile	Head School	MoE office
8043	21025	Daily	5	East Otago High School	Dunedin
8044	21025	Daily	5	East Otago High School	Dunedin
8045	21025	Daily	5	East Otago High School	Dunedin
8046	21025	Daily	5	East Otago High School	Dunedin
8048	21025	Daily	5	East Otago High School	Dunedin
8069	21025	Daily	5	East Otago High School	Dunedin
8209	21025	Daily	5	East Otago High School	Dunedin
6096	20716	Daily	8	Gladstone School (Masterton)	Lower Hutt
6097	20716	Daily	8	Gladstone School (Masterton)	Lower Hutt
6098	20716	Daily	8	Gladstone School (Masterton)	Lower Hutt
6185	20716	Daily	8	Gladstone School (Masterton)	Lower Hutt
6140	20722	Daily	8	Mangamaire Country School	Lower Hutt
6145	20722	Daily	8	Mangamaire Country School	Lower Hutt
6129	20721	Daily	9	Tararua College	Lower Hutt
6130	20721	Daily	9	Tararua College	Lower Hutt
6131	20721	Daily	9	Tararua College	Lower Hutt
6132	20721	Daily	9	Tararua College	Lower Hutt
6133	20721	Daily	9	Tararua College	Lower Hutt
6134	20721	Daily	9	Tararua College	Lower Hutt
6135	20721	Daily	9	Tararua College	Lower Hutt
6091	20716	Daily	8	Tinui School	Lower Hutt
6111	20716	Daily	8	Tinui School	Lower Hutt
6112	20716	Daily	8	Tinui School	Lower Hutt
6195	20716	Daily	8	Tinui School	Lower Hutt
5045	20608	Daily	10	Puketapu School (Hawkes Bay)	Napier
5093	20608	Daily	10	Puketapu School (Hawkes Bay)	Napier
5044	20608	Daily	10	Puketapu School (Hawkes Bay)	Napier
7073	20811	Daily	8	Karamea Area School	Nelson
7074	20811	Daily	8	Karamea Area School	Nelson
7147	20822	Daily	9	Tapawera Area School	Nelson
7148	20822	Daily	9	Tapawera Area School	Nelson
7149	20822	Daily	9	Tapawera Area School	Nelson
7150	20822	Daily	9	Tapawera Area School	Nelson
2040	10413	Daily	2	Opotiki College	Rotorua
2041	10413	Daily	2	Opotiki College	Rotorua
2043	10413	Daily	2	Opotiki College	Rotorua
2045	10413	Daily	2	Opotiki College	Rotorua
2252	10413	Daily	2	Opotiki College	Rotorua
2253	10413	Daily	2	Opotiki College	Rotorua
2021	10414	Daily	9	Tarawera High School	Rotorua
2083	10428	Daily	6	Te Puna School	Rotorua

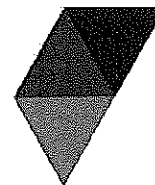
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Appendix 3: Directly Resourced Schools/Networks - change in funding

Group	Decile	School/Network	Current annual	Reduction		Change	MoE office
20751	10	Alfredton School DR	\$170,546.84	89,685.29		53%	Lower Hutt
10351	7	Arohena School DR	\$ 100,376.76	67,317.01		67%	Hamilton
20952	10	Ashburton Network	\$ 776,461.42	302,007.61		39%	Christchurch
20851	5	Awahono School - Grey Valley DR	\$ 248,895.40	122,157.54		49%	Nelson
10151	6	Bream Bay School Transport Network	\$ 814,653.36	229,577.95		28%	Whangarei
21052	5	Garston School	\$ 78,581.60	-3,554.27	UP	-5%	Invercargill
20964	8	Hurunui College DR	\$ 373,916.24	140,174.71		37%	Christchurch
21055	8	Isla Bank School	\$ 44,489.76	7,983.81		18%	Invercargill
10452	8	Katikati Transport Network	\$ 585,794.48	-76,695.76	UP	-13%	Rotorua
21058	8	Maheno School	\$ 60,092.96	29,678.24		49%	Dunedin
10455	8	Matamata Schools Transport Group DR	\$ 867,627.68	420,385.97		48%	Rotorua
20969	8	Methven Area Bus Group	\$ 87,836.48	-37,860.16	UP	-43%	Christchurch
20653	2	Nuhaka School	\$ 136,043.00	\$ 8,570.00		6%	Napier
20715	2	Ponatahi Christian School	\$ 54,033.68	-20,852.92	UP	-39%	Lower Hutt
20755	2	Pongaroa School DR	\$ 198,456.84	69,017.39		35%	Lower Hutt
20654	2	Poukawa School DR	\$ 31,949.48	-11,672.54	UP	-37%	Napier
10356	6	Putaruru School Bus Services	\$ 426,665.76	48,020.26		11%	Hamilton
10158	4	Rodney Area Transport Schools (RATS)	\$ 1,157,743.64	278,939.02		24%	Auckland
10360	6	Te Kuiti District School Transport	\$ 69,736.80	-22,911.46	UP	-33%	Hamilton
21062	8	Thornbury School	\$ 65,497.52	20,399.98		31%	Invercargill
20981	8	Tinwald School	\$ 75,418.76	18,210.82		24%	Christchurch
21023	6	Twizel Area School	\$ 198,540.88	63,562.39		32%	Christchurch
21063	6	Waianiwa School	\$ 78,293.04	29,208.82		37%	Invercargill
21065	7	Waikaka School	\$ 122,805.00	-4,328.18	UP	-4%	Invercargill
10361	6	Waikare Schools Transport Committee	\$ 557,265.08	280,221.47		50%	Hamilton
20857	10	Ward School	\$ 108,178.88	12,109.66		11%	Nelson
20759	10	Whareama School	\$ 101,964.24	-7,200.93	UP	-7%	Lower Hutt

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Briefing Note: School Transport Operational Efficiency Optimisations 2016

Date:	7 October 2016	Priority:	High
To:	Hon Hekia Parata Minister of Education	Cc:	
Security Level:	In Confidence	METIS No:	1027916
Approved by:	Jerome Sheppard Head of Education Infrastructure Service	DDI:	
EIS contact:	Delaney Myers Director of School Transport	DDI:	

Purpose

s 9(2)(a) OIA

1. To provide updated information on bus route changes planned for Term 1, 2017 and details on whether school roll changes impact on the routes changes.

Background

2. A number of school bus routes across the country are changing from term 1 2017, as previously detailed in the attached Education Report on School Transport Operational Efficiency Optimisations 2017 (METIS 1023370).
3. The Ministry and school transport service agents have been communicating regularly with the schools with route changes. Formal notices of change were provided to both schools and bus operators at the end of the school term in September.
4. School transport routes are based upon the optimal travelling route to pick up and drop off school transport eligible students. The distance required to travel is calculated as a function of student addresses and therefore any increase/decrease in school roll may not have a flow on effect for transport routes. The key attribute for school route design is the physical home location of eligible students.
5. Changes have been made in two key areas, the first being physical changes to Ministry operated bus routes, the second being a recalculation of funding to "Direct Resourced" schools who receive bulk funding from the Ministry to provide transport.
6. The Ministry runs 1452 bus routes nationally. Changes are being made to 26 of these. This includes combining some routes, making some longer and some shorter.
7. The Ministry has funding agreements with 111 schools and networks of schools to transport their eligible students. Their funding is based on the location of their eligible students and the number of kilometres of travel needed to transport them.

Funding calculations for 27 Direct Resourced schools or Networks have been made, with 7 receiving a funding increase and 20 a funding decrease.

8. 40% of all services were reviewed and the changes planned are to those routes which we have assessed as having the lowest disruption and impact on schools and families.
9. The new technology will allow us to undertake more timely and regular reviews to ensure school transport remains cost effective and meets its policy objectives.
10. The Ministry conducts route reviews to ensure currency with the network of schools, student demographics and roading network changes. This is a normal business-as-usual operational function, which has recently been made simpler by the use of technology. Over the next 2-3 years we will embed an annual review process for every bus route and Direct Resourcing agreement to ensure our service provision remains appropriate.
11. To date, minimal negative feedback has been received from the impacted schools about these changes. Service Agents and the Ministry's School Transport team are in open and constant dialogue over the impending changes and our Service Agents are being supported with key message delivery for schools.
12. Attached are the letters requested for the Members of Parliament in each electorate, outlining the changes made in their electorate. Letters have been prepared for the relevant members of parliament. These letters detail the outcomes of the Ministry's operational decision making in maintaining school bus routes.

Stakeholder Engagement and Communication Material

13. We have developed a detailed stakeholder engagement plan and associated communication plan. The key messages are as follows:
14. *Ministry-operated routes*
 - a. We are planning to make changes to 26 Ministry-operated bus routes at the beginning of next year.
 - b. We are ensuring that all students who are eligible for school transport services will continue to have access to School transport assistance.
 - c. This is a normal part of our business, and is how we respond to demographic changes around the country.
 - d. There are 12 schools which have students on routes which will change, and we have been working closely with them to ensure they understand why we have made these changes to the routes.
 - e. None of these schools will have any changes to their operational funding.
 - f. All students who are eligible for school transport assistance will continue to receive assistance.

- g. Some bus routes will be merged with others, some shortened and some extended. In some cases there will be a small change to a timetable.
- h. We can provide school transport assistance as a conveyance to the caregivers of any students who need to travel more than 2.4km to their nearest bus stop.
- i. We estimate around 350 students will see some change to their daily routine. An exact number of students affected cannot be provided, as we do not currently count the students travelling on the buses.
- j. We are currently investigating technology which will provide us with this information.

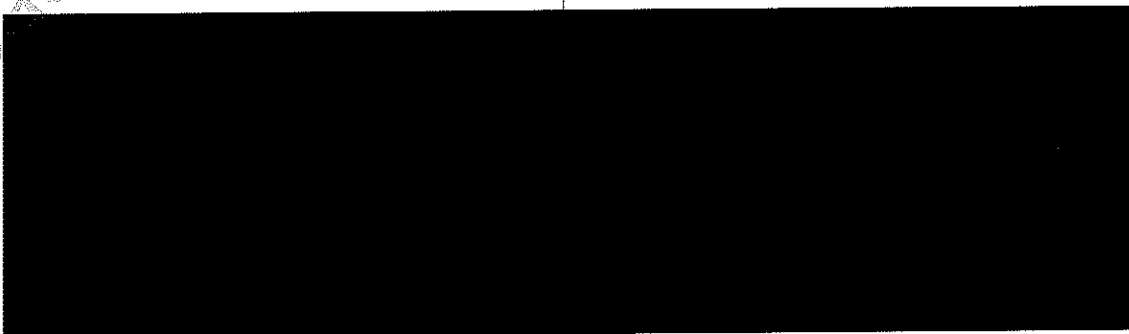
15. *Direct Resourcing*

- a. At the same time, we are also updating the funding we directly provide to some schools which run their own bus networks. This type of funding is called "direct resourcing".
- b. There are 27 of these school transport networks which will either get more funding or less funding, according to the number and location of eligible students within their areas.
- c. There are a total of 74 schools which are serviced by these networks.
- d. As schools plan their own routes using this funding, we do not hold information about how many routes there are, or how many students are using them.
- e. We have been working closely with the schools involved, and they understand why their funding is changing.
- f. If a school no longer wishes to belong to a directly-resourced school transport network, it can withdraw from the network, and the Ministry will provide school transport assistance for eligible students at that school.

16. The Ministry does not intend to provide a proactive information release on the changes that have been made, due to the business as usual nature of adjusting routes to meet changing needs.

17. Information from the communication plan will be used to respond to any media enquiries.

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Attachments

- Initial Briefing to Minister Parata (METIS 1023370)
- Table of route change outcomes
- Timeline of MoE engagement with the sector and schools
- Draft letters to electorate Members of Parliament

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Education Report: School Transport Operational Efficiency Optimisations 2017

Date:	13 September 2016	Priority:	Medium
Security Level:	In Confidence	METIS No:	1023370

14 SEP 2016

MR

Action Sought

Addressee	Action Sought	Deadline
Minister of Education	<p>Note that Budget 2015 included funding for improved information systems and capability to achieve improved value for money in school transport services (CAB Min (15) 12/2(8) refers);</p> <p>Note that the Ministry of Education (the Ministry) is now implementing operational changes to achieve the school transport operational efficiencies;</p> <p>Note that optimising school transport routes and direct resourcing (funding for schools to deliver school transport services directly) is a business as usual activity for the Ministry;</p> <p>Note that operational changes will involve expansions, contractions, and optimisations to a small number of Ministry operated routes and recalculations for funding to some schools that are directly resourced for school transport;</p> <p>Note that the changes selected for implementation are low impact but may still generate some local interest, and there may be media interest in the route optimisations;</p> <p>Note that the Ministry will communicate the changes to affected schools no later than 23 September 2016 (before the start of Term 3 school holidays); and</p> <p>Note the Ministry has prepared a draft letter for you to consider sending to your parliamentary colleagues whose electorates are affected by the changes.</p>	20 Sept 2016
Associate Minister of Education	Note the contents of this report.	
Enclosure: Yes		Round robin: No

Contact for telephone discussion (if required)

Name	Position	Telephone	1 st Contact
Jerome Sheppard	Head of Education Infrastructure Service		
Delaney Myers	Director School Transport		✓
Erlin Stephen	Drafter		

The following departments/agencies have seen this report:

Minister to Complete (please circle) 1 = very poor 2 = poor 3 = acceptable
4 = good 5 = very good

Minister's Office to Complete:

- | | |
|---|--|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Declined |
| <input type="checkbox"/> Noted | <input type="checkbox"/> Needs change |
| <input type="checkbox"/> Seen | <input type="checkbox"/> Overtaken by events |
| <input type="checkbox"/> See minister's notes | <input type="checkbox"/> Withdrawn |
| <input type="checkbox"/> Signed | |

Comments:

Education Report: School Transport Operational Efficiency Optimisations 2017


Recommendations

We recommend that you

- a. **note** that Budget 2015 included funding for improved information systems and capability to achieve improved value for money in school transport services [CAB Min (15) 12/2(8) refers];
- b. **note** that the Ministry of Education (the Ministry) is now implementing operational changes to achieve the school transport operational efficiencies;
- c. **note** that optimising school transport routes and direct resourcing (funding for schools to deliver school transport services directly) is a business as usual activity for the Ministry;
- d. **note** that operational changes will involve expansions, contractions, and optimisations to a small number of Ministry operated routes and recalculations for funding to some schools that are directly resourced for school transport;
- e. **note** that the changes selected for implementation are low impact but may still generate some local interest, and there may be media interest in the route optimisations;
- f. **note** that the Ministry will communicate the changes to affected schools no later than 23 September 2016 (before the start of Term 3 school holidays); and
- g. **note** the Ministry has prepared a draft letter for you to consider sending to your parliamentary colleagues whose electorates are affected by the changes.


Jerome Sheppard
Head of Education Infrastructure Service

NOTED / APPROVED


Hon Hekia Parata
Minister of Education

15-9-16

Education Report: School Transport Operational Efficiency Optimisations 2017

Purpose of report

1. To update you on progress of the *School Transport Operational Efficiency* (STOE) initiative that was approved by Cabinet in Budget 2015, including information about the route changes planned for implementation in Term 1, 2017.

Background

2. The STOE initiative was approved by Cabinet in Budget 2015 [CAB Min (15) 2/2(8) refers]. The Ministry's School Transport Group plans to invest \$3 million over the next four years to significantly improve its operational performance. This investment is forecast to introduce more efficient processes and generate savings. The STOE initiative resulted in savings of over \$2 million in the 2015/16 year and is budgeted to deliver a further \$3 million in savings in 2016/17.
3. The STOE initiative was established to address inefficiencies within the current school transport delivery settings, including a lack of information about the school transport system performance. This lack of information has meant that school transport policy has not been consistently applied and inefficiencies have been difficult to identify and quantify. For example, current inefficiencies include instances of eligible students not receiving school transport support, while conversely in some cases some non-eligible students do.
4. Optimising school transport routes and direct resourcing is one of the Ministry's business as usual functions as the location of eligible students, and the school they attend, changes. This was previously a very labour intensive exercise of manually entering student data and mapping the changes. The lack of consistent data has hampered the Ministry's ability to carry out this function effectively.
5. The route optimisation software developed as part of the initiative has made it possible to undertake route updates consistent with school transport policy. The software maps every student who is eligible for school transport services, and calculates the most efficient route to get those students to school.
6. The route optimisations that will be implemented in Term 1, 2017 will save around \$3 million a year and represent some 'quick wins' or the changes with the lowest impact. At this stage, we will not put into effect the majority of the efficiencies identified because either they are likely to have a higher impact in school communities or the potential savings make them a lower priority task. The most substantial savings will be made from recalculating direct resourcing to schools based on how many students are enrolled who are eligible to receive school transport services. It has been identified some schools are being overpaid under their contract with the Ministry due to out of date school roll data.
7. The proposed route changes include some expansions, contractions, and re-routing of school transport services. There will be some minor changes to service provision in some areas. The changes may draw some attention because the Ministry has not undertaken any significant school transport adjustments for several years while the new software has been developed and tested. However, this is a first step to transitioning to closer alignment with the existing policy settings.

8. The proposed 2017 route optimisations have been reviewed to ensure that the impact of the changes is minimised. This includes ensuring that:
- a) All eligible students will have transport assistance provided.
 - b) No school will lose its only bus route.
 - c) Schools that are having a significant direct resourcing reduction will have the reduction phased.
 - d) Initially not making changes to provision of transport assistance where there has been an agreed special arrangement made, or where out of policy provision has been long standing.
9. Realigning operations with the school transport policy will require a phased approach in some areas. However, the STOE initiative is enabling the Ministry to spend the annual school transport budget of \$190 million more efficiently, more consistently, and more transparently.

Communication of 2017 Route Optimisations and Direct Resourcing Calculations

10. A list of schools being engaged about transport data is attached at Appendix A.
11. The Ministry's Transport Service Agents are currently engaging with affected schools to ensure that the data being used to generate the route optimisations is complete and accurate. The schools are aware that the Ministry is using this data for the purpose of route optimisations and direct resourcing calculations. The Ministry always provides schools with a minimum of one school term of notice about changes to bus routes, and will communicate the changes to affected schools no later than 23 September 2016 (before the start of Term 3 school holidays).
12. Contractual obligations are to notify transport providers about any changes for Term 1 2017 before the start of term 4 (Monday 10 October 2016).

STOE Initiative Future Work Plan

13. The future work plan for the STOE initiative includes continuing route optimisations, using technology to enhance health and safety in school transport, and working with territorial local authorities to reduce duplication of service.
14. As part of the STOE initiative the Ministry will require the installation of technology on buses to enable monitoring on the performance and location of all vehicles, and provide alerts when a vehicle runs off the road, brakes heavily or comes to a sudden halt (e.g. crashes). This will improve the data that we hold about school transport system performance, and will provide critical health and safety insights.
15. The technology will also enable us to geo-locate safe places to use as pick-up and drop-off points, and design routes around those safe places. On board monitoring technology will be a standard contract requirement on all school transport vehicles from 2018. This is technology already in use throughout the heavy vehicle and bus industry.
16. The Ministry is also researching the best options for identifying students as they board and disembark the buses, to assist in managing health and safety obligations and enable future end user enhancements for caregivers.

17. The 2017 route optimisations and direct resourcing recalculations result from analysis on 40% of the school transport routes. The STOE initiative will analyse the rest of the school transport network for more optimisations in 2018 and 2019.

18. Our current priorities and timeframes are set out in Table 1 below:

Table 1: priorities and future work plan

2016-2017	Immediate operational priorities in the next 1-12 months are: <ul style="list-style-type: none">i. The National SESTA tender, inclusive of the new safety package of cameras, GPS and panic alerts in all vehicles;ii. Implementation of stage one route optimisation;iii. Setting standards for technology on buses;iv. Improved contract management of our service providers; andv. Investigation of preferred method of identifying bus users.
2018-2021	Mid-range operational priorities, for the next 1-5 years, are: <ul style="list-style-type: none">i. Investigation of alternative contract models for the delivery of school transport assistance;ii. Improved integration with local government services; andiii. Withdrawal of some Ministry services in Waikato and the Wakatipu Basin where they duplicate public transport.

Risks

19. There is a risk that some communities, schools or impacted individuals may wish to challenge contractions in service or reductions in direct funding.
20. We have prioritised the interventions to be the least disruptive, and will phase significant direct resourcing reductions over two years. We will proactively communicate the changes to affected parties.
21. We have been in communication with all potentially impacted schools.
22. We have also prepared a draft letter from you to your colleagues representing electorates with affected schools and communities. The letter explains why the Ministry is making the changes to some routes and provides some context for Members to field queries; and offers to provide a further briefing.

Financial Implications

23. Savings associated with the STOE initiative form part of the Ministry's baseline funding and these savings must generate savings in 2016/17 in order for School Transport Assistance to be delivered within budget.

24. Table 2 below sets out the financial implications of the Budget 2015 bid.

Table 2: Financial implications of the STOE initiative

Funding Sought at Budget 15		2015/16	2016/17	2017/18	2018/19
Operating	<i>Spend (Dept)</i>	0.750	0.750	1.000	0.500
	<i>Save (Crown)</i>	(2.000)	(5.000)	(5.000)	(10.000)
	<i>Net</i>	(1.250)	(4.250)	(4.000)	(9.500)
Capital	<i>Net</i>	-	-	-	-

25.

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Next Steps

26. On 20 September 2016 we will provide your office with:
 - a) The final list of each affected school transport network.
 - b) Finalised key messages for responding to any media enquiries.
27. By 23 September 2016 we will notify schools about the route optimisations and direct funding changes.

Appendices

- A. Draft letter to MPs of affected electorates.
- B. Draft list of impacted schools and networks

Appendix A - Draft letter

Tēnā koe

I am writing to inform you about changes to school transport provision that may impact some families and whānau in your electorate.

The Ministry of Education regularly adjusts school bus services in response to students moving address, changing schools or taking up alternative transport arrangements. New software has been developed that allows the Ministry to implement the existing policy more efficiently and consistently. There has been no change in who is eligible for assistance with school transport.

The proposed route changes include some expansions, contractions, and re-routing of school transport services in line with where eligible children actually live. Some schools are directly funded to supply school transport services. That direct funding has also been reviewed to ensure that it is being delivered in line with eligibility for assistance.

The Ministry has prioritised these changes to ensure as little disruption as possible and has engaged with the affected schools to ensure they are informed of the changes. Changes to routes and adjustments to direct funding have been reviewed to ensure:

- All eligible students will continue to have transport options provided.
- No school will lose its only bus route.
- Schools with a funding reduction of more than 50% will have the reduction phased over two school years.
- Historical special arrangements and any bespoke transport solutions will be continued.

By 23 September 2016 the Ministry will formally notify schools about the route optimisations and direct funding changes. The changes may draw some attention because the Ministry has not undertaken any significant school transport adjustments for several years while the new software has been developed and tested. Some affected people and schools may contact you as their local Member of Parliament with their concerns about the changes.

Attached is a list of schools in your electorate that are affected.

I would like to also take this opportunity to advise you of some other improvements in school transport. From 2017, to enhance safety, all vehicles being used to transport special education students will have safety cameras, GPS and panic alarms fitted. In addition, work is currently underway to set standards for technology requirements on school buses to monitor the performance of the services.

If you have any questions about the changes to school transport, please feel free to contact my office.

Who is name & email & address.

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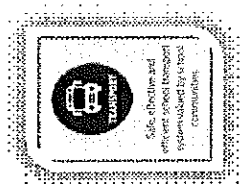
Ref	Type	Head School	Transport Provider Name
5159	DR	Nuhaka School	Nuhaka School
5226	DR	Poukawa School	Poukawa School DR
6088	DR	Ponatahi Christian School	Ponatahi Christian School
6138	DR	Alfredton School	Alfredton School DR
6028	DR	Pongaroa School	Pongaroa School DR
6198	DR	Whareama School	Whareama School
6096	Daily	Gladstone School (Masterton)	Gladstone School (Masterton)
6140	Daily	Mangamaire Country School	Mangamaire Country School
5042	Daily	Maraekakaho School	Maraekakaho School
5044	Daily	Puketapu School (Hawkes Bay)	Puketapu School (Hawkes Bay)
6129	Daily	Tararua College	Tararua College
6091	Daily	Tinui School	Tinui School
2226	DR	Kuranui Primary School	Kuranui School DR
2001	DR	Te Waotu School	Putaruru School Bus Services
2166	DR	Putaruru College	Putaruru School Bus Services
2174	DR	St Mary's Catholic School (Putaruru)	Putaruru School Bus Services
2540	DR	Maketu School	Maketu School DR
2208	DR	Katikati College	Katikati Transport Network
2227	DR	Matamata College	Matamata Schools Transport Group DR
2264	DR	Oropi School	Oropi School DR
2040	Daily	Opotiki College	Opotiki College
2122	Daily	Pyes Pa Road School	Pyes Pa Road School
2399	Daily	Tapu School	Tapu School
2021	Daily	Tarawera High School	Tarawera High School
2083	Daily	Te Puna School	Te Puna School
2622	Daily	Whakatane High School	Whakatane High School
2016	Daily	Whakatane Intermediate	Whakatane Intermediate
2315	DR	Arohena School	Arohena School DR
2128	DR	Te Kuiti High School	Te Kuiti District School Transport
2093	DR	Te Kauwhata College	Waikare Schools Transport Committee
1082	DR	Bream Bay College	Bream Bay School Transport Network
1121	DR	Waipu School	Bream Bay School Transport Network
1237	DR	Ruakaka School	Bream Bay School Transport Network
1287	DR	One Tree Point School	Bream Bay School Transport Network
1075	DR	Rodney College	Rodney Area Transport Schools (RATS)
1076	DR	Mangawhai Beach School	Rodney Area Transport Schools (RATS)
1141	DR	Tomarata School	Rodney Area Transport Schools (RATS)
1035	DR	Hikurangi School	Whangarei North Transport Network
9167	DR	Garston School	Garston School
9179	DR	Glenorchy School	Glenorchy School
9111	DR	Isla Bank School	Isla Bank School
8128	DR	Maheno School	Maheno School
9127	DR	Otama School	Otama School Transport Society DR
9112	DR	Thornbury School	Thornbury School
9130	DR	Waianiwa School	Waianiwa School
9108	DR	Waikaka School	Waikaka School
8209	Daily	East Otago High School	East Otago High School
7779	DR	Beaconsfield School	Aoraki School Transport Network
7590	DR	Hurunui College	Hurunui College DR

7767	DR	St Andrew's School (Timaru)	Aoraki School Transport Network
7188	DR	Awahono School - Grey Valley	Awahono School - Grey Valley DR
7090	DR	Lake Rotoiti School	Lake Rotoiti School
7198	DR	Tasman Bay Christian School	Tasman Bay Christian School DR
7142	DR	Ward School	Ward School
7074	Daily	Karamea Area School	Karamea Area School
7150	Daily	Tapawera Area School	Tapawera Area School
7516	DR	Lauriston School	Methven Area Bus Group
7725	DR	Twizel Area School	Twizel Area School
7756	DR	Tinwald School	Tinwald School
7751	DR	Hinds School	Ashburton Network
7754	DR	Mayfield School (Mid-Canterbury)	Ashburton Network
7678	DR	Rakaia School	Ashburton Network

Released under the Official Information Act 1982

Head School / Group Title	Narrative	Electoral Area	Elected MP	Schools Served
Awahono - Grey Valley	Decrease of \$108,103 which is 43% of current funding	West Coast	Damien O'Connor	Awahono School
Bream Bay School Transport Network	Decrease of \$81,054 which is 9% of current funding	Whangarei	Shane Reti	Bream Bay School, One Tree Point School, Ruakaka School, Waiapu School.
Rodney Area Transport Network	Decrease of \$27,641 which is 2% of current funding	Northland	Winston Peters	Rodney College, Mangawhai Beach School, Tapora School, Tauhoa School, Tomorata School, Wellsford School.
Arohena School	Decrease of \$45,981 which is 46% of current funding	Taranaki-King Country	Barbara Kuriger	Arohena School
Putaruru School Bus Service	Decrease of \$73,312 which is 17% of current funding	Taupo	Louise Upston	Putaruru College, Lichfield School, Putaruru Primary School, St Mary's Catholic School, Te Waotu School, Tirau Primary School
Te Kuiti High School	Decrease of \$43,800 which is 13% of current funding	Taranaki-King Country	Barbara Kuriger	Te Kuiti High School, Centennial Park School, Pukenui School, Rangitoto School, St Josephs Catholic School, Te Kuiti Primary School
Waikare Schools Transport Committee	Decrease of \$94,050 which is 15% of current funding	Waikato	Lindsay Tisch	Te Kauwhata College, Te Kauwhata Primary School, Waerenga School
Maketu School	Decrease of \$58,589 which is 100% of current funding	Rotorua	Todd McClay	Maketu School
Katikati Network	Decrease of \$90,759 which is 15% of current funding	Bay Of Plenty	Todd Muller	Katikati College, Katikati Primary School
Oropi School	Decrease of \$3,863 which is 4% of current funding	Rotorua	Todd Muller	Oropi School
Nuhaka School	Decrease of \$9,606 which is 7% of current funding	Napier	Stuart Nash	Nuhaka School
Poukawa School	Increase of \$11,981 which is 37% of current funding	Tukituki	Craig Foss	Poukawa School
Ponatahi Christian School	Increase of \$40,688 which is 35% of current funding	Wairarapa	Alastair Scott	Ponatahi Christian School
Gladstone School	Decrease of \$5,457 which is 3% of current funding	Wairarapa	Alastair Scott	Gladstone School
Tinui School	Decrease of \$140,283 which is 43% of current funding	Wairarapa	Alastair Scott	Tinui School
Taranua College	Decrease of \$71,105 which is 13% of current funding	Wairarapa	Alastair Scott	Taranua College, St Anthony's School, Pahiatua School, Mangatainoka School, Hill Crest School, Ballance School, Eketahuna School
Mangamaire Country School	Decrease of \$121,483 which is 67% of current funding	Wairarapa	Alastair Scott	Mangamaire Country School
Pongaroa School	Decrease of \$55,389 which is 28% of current funding	Wairarapa	Alastair Scott	Pongaroa School
Whareama School	Increase of \$12,105 which is 12% of current funding	Wairarapa	Alastair Scott	Whareama School
Karamaea Area School	Decrease of \$83,777 which is 34% of current funding	West Coast	Damien O'Connor	Karamaea Area School
Tapawera Area School	Decrease of \$153,593 which is 35% of current funding	West Coast	Damien O'Connor	Tapawera Area School
Lake Rototiti School	Decrease of \$26 which is less than 1% of current funding	West Coast	Damien O'Connor	Lake Rototiti School
Tasman Bay Christian School	Decrease of \$94,447 which is 51% of current funding	West Coast	Damien O'Connor	Tasman Bay Christian School
Ward School	Increase of \$8,241 which is 8% of current funding	Kaikoura	Stuart Smith	Ward School
The Ashburton Network	Decrease of \$138,202 which is 23% of current funding	Selwyn	Amy Adams	Allenton School, Ashburton Borough School, Ashburton Christian School, Ashburton Intermediate School, Ashburton Netherby School, Chertsey School, Dorie School, Fairton School, Hampstead School, Hinds School, Longbeach School, Mayfield School, Rakaia School, St Josephs School
The Ashburton Network	Decrease of \$138,202 which is 23% of current funding	Rangitata	Jo Goodhew	Allenton School, Ashburton Borough School, Ashburton Christian School, Ashburton Intermediate School, Ashburton Netherby School, Chertsey School, Dorie School, Fairton School, Hampstead School, Hinds School, Longbeach School, Mayfield School, Rakaia School, St Josephs School
Methven Area Bus Group	Increase of \$43,443 which is 49% of current funding	Selwyn	Amy Adams	Mount Hutt College, Lauriston School, Methven Primary School, Our Lady of the Snow
Methven Area Bus Group	Increase of \$43,443 which is 49% of current funding	Rangitata	Jo Goodhew	Mount Hutt College, Lauriston School, Methven Primary School, Our Lady of the Snow
Tinwald School	Decrease of \$17,899 which is 24% of current funding	Rangitata	Jo Goodhew	Tinwald School
Twizel Area School	Decrease of \$64,025 which is 32% of current funding	Waikati	Jacqui Dean	Twizel Area School
Garston School	Increase of \$11,288 which is 14% of current funding	Clutha Southland	Todd Barclay	Garston School
Isla Bank School	Decrease of \$8,128 which is 18% of current funding	Clutha Southland	Todd Barclay	Isla Bank School
Maheno School	Increase of \$2,023 which is 7% of current funding	Clutha Southland	Todd Barclay	Maheno School
Thornbury School	Decrease of \$12,093 which is 18% of current funding	Clutha Southland	Todd Barclay	Thornbury School
Waianiwa School	Decrease of \$29,025 which is 37% of current funding	Invercargill	Sarah Dowle	Waianiwa School
Waikaka School	Decrease of \$7,053 which is 6% of current funding	Clutha Southland	Todd Barclay	Waikaka School

School Transport - Communication Time Line



- Policy
- Operational Guidelines
- Fact Sheets
- Key Messages
- Frequently Asked Questions

Communicating within Ministry and Service Agents

- Development of Key Messages and FAQs material to support existing School Transport Policy, Fact Sheets and Operational Guidelines.
- Provide training and support to Service Agents around use of technology and how to use School roll-return information to develop optimised routes.
- Provide support to Service Agents on their engagement strategies and approaches to Schools and Transport Service Providers.

Communicating within Ministry and Service Agents

Ensuring Internal Ministry, including Regional Directors, are aware of the need for change, and change outcomes

Ensuring Service Agents have consistent delivery of route optimisation processes. That they are well supported by Key Messages and FAQ information.

Communicating with Schools

- Service Agents using Ministry provided information to ensure that roll-return information is correct and has complete lists of eligible students. Then optimising routes based upon school verified lists and current routing networks.
- Optimised Route Maps
- Lists of eligible students
- Contract change details

Communicating with Schools

- Service Agents continuing to liaise with schools on roll updates for the year ahead.
- Supporting Service Agents with information to engage with schools and caregivers if needed.

Communicating with TSPs

Service Agents engaging with Transport Service Providers about route changes for Daily bus routes. Notice of change given under contract. Maintain engagement to confirm appropriate bus stopping points. Also giving notice to Direct Resource groups over funding changes for 2017.

Phase II - Consultation & Engagement
Verify Roll Return Info'

New Routes Start

Phase I - Assessing the Magnitude of Change
Using Roll Information to Assess Route Design

User Training
Collect Roll-Return Data

Planning Phase

Notice Period
Giving Contractual Notice

Jan-16

30-Apr

29-Jul

29-Sep

1-Jan-17

Alastair Scott
Member for Wairarapa
Parliament Office
Private Bag 18888
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WELLINGTON 6160

Tēnā koe Mr Scott

Changes to school transport services

The Ministry of Education regularly reviews school transport services and resourcing to ensure these reflect current needs. For example, as students change schools, move address or use alternative forms of transport, the shape of particular routes may need to change accordingly. This letter outlines some recent changes to school transport services that will happen in 2017.

Please note that there has been no change to the policy itself, or the assessment criteria by which students are eligible for assistance with school transport. All students who are eligible for assistance will continue to receive it. However, there will be some modifications to particular services within your electorate, which are detailed in the attachment.

School transport assistance

The Ministry provides assistance with transport to and from a school for students living in areas where there is no access to suitable public transport, and who live some distance from the nearest school that they can attend (the distance depends on year level). The Ministry assists by providing contracted bus services in some areas (Ministry-operated), or by contributing funding to schools which run their own bus services (School-operated), with funding proportionate to the distance that an optimally designed route should take to assist eligible students.

What changes are happening in 2017?

The Ministry has identified 26 Ministry-operated bus routes which need modifying in 2017. The changes will include merging some routes with others, shortening and extending some routes and making minor changes to timetables.

The Ministry will also review the funding provided to schools which run their own School-operated services, to ensure funding matches up-to-date information about eligible students using those services.

How many schools and students are affected by these changes?

Eleven out of New Zealand's roughly 2,500 schools have students on routes which will change. A total of 76 schools involved in School-operated services will be affected by a funding adjustment. The Ministry does not hold data on students using

School-operated services, but estimates that around 350 students will be affected by changes to Ministry-operated services.

Depending on the changes to the distance required to travel to pick up and drop off eligible students, some schools will get more funding. In cases where funding is reduced by greater than 40%, the reduction will be phased over two years to reduce the financial impact on schools.

Have schools been notified?

All schools with students or services affected by these changes have been formally notified by the Ministry. The Ministry has also been working closely with schools involved in School-operated services.

The changes in context

Our priority is to ensure all students are able to get to and from school every day. This is why the Ministry endeavours to provide a network of schools across New Zealand, which minimises the distance students need to travel to school. Around 600,000 students are able to make their way to school by car, bike, public transport or foot. Where distance and lack of suitable public transport is a barrier, transport assistance is available. The Ministry currently spends \$190 million annually to support around 100,000 children to get to school.

This is about making the best possible use of taxpayers' money, and ensuring that funding is applied consistently across New Zealand.

Up-coming improvements to school transport

I would like to take this opportunity to also let you know about other improvements to school transport. From 2017, all vehicles used to transport special education students will have safety cameras, GPS and panic alarms fitted. In addition, work is underway to make better use of technology on school buses to monitor the performance of these services.

Need more information?

If you need further information or have any questions about the changes generally, or the attached details regarding changes in your area, please contact Belinda Waters in my office, ph 04 817 8062 , email Belinda.waters@parliament.govt.nz

Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the Wairarapa electorate.

Ministry operated bus routes	Changes
<ul style="list-style-type: none"> • Gladstone School (Masterton) - (four bus routes) • Tinui School - (four bus routes) • Tararua College - (seven bus routes) • Mangamaire Country School - (two bus routes) 	<p>Recent engagement with these schools on the home addresses of their enrolled students and planned rolls for 2017 has shown that some of their routes no longer meet with design policy. The routes will be shortened for the 2017 year, consistent with optimally designed bus routes for eligible students. All students currently able to access the bus will still be able to.</p>

Schools directly funded for bus routes	Changes
<ul style="list-style-type: none"> • Ponatahi Christian School 	<p>The Ponatahi Christian School Network is directly funded on a per kilometre basis. Due to increased distances calculated to pick up and drop off eligible students for the 2017 school year, their transport funding will increase by 75%.</p>
<ul style="list-style-type: none"> • Pongaroa School 	<p>The Pongaroa School Network has chosen to be directly funded by the Ministry of Education on a per kilometre basis. For the 2017 school year, their transport funding will decrease by 28% reflecting the shorter distance required to travel to pick up and drop off eligible students on the projected school roll.</p>
<ul style="list-style-type: none"> • Whareama School 	<p>The Whareama School Network has also chosen to be directly funded by the Ministry of Education on a per kilometre basis. Due to increased distance required to be travelled to pick up and drop off eligible students for the 2017 school year, their transport funding will increase by 12%.</p>

Hon Amy Adams
Member for Selwyn
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Private Bag 18888
Parliament Buildings
WELLINGTON 6160

Tēnā koe Minister

Changes to school transport services

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Please note that there has been no change to the policy itself, or the assessment criteria by which students are eligible for assistance with school transport. All students who are eligible for assistance will continue to receive it. However, there will be some modifications to particular services within your electorate, which are detailed in the attachment.

School transport assistance

The Ministry provides assistance with transport to and from a school for students living in areas where there is no access to suitable public transport, and who live some distance from the nearest school that they can attend (the distance depends on year level). The Ministry assists by providing contracted bus services in some areas (Ministry-operated), or by contributing funding to schools which run their own bus services (School-operated), with funding proportionate to the distance that an optimally designed route should take to assist eligible students.

What changes are happening in 2017?

The Ministry has identified 26 Ministry-operated bus routes which need modifying in 2017. The changes will include merging some routes with others, shortening and extending some routes and making minor changes to timetables.

The Ministry will also review the funding provided to schools which run their own School-operated services, to ensure funding matches up-to-date information about eligible students using those services.

How many schools and students are affected by these changes?

Eleven out of New Zealand's roughly 2,500 schools have students on routes which will change. A total of 76 schools involved in School-operated services will be affected by a funding adjustment. The Ministry does not hold data on students using

School-operated services, but estimates that around 350 students will be affected by changes to Ministry-operated services.

Depending on the changes to the distance required to travel to pick up and drop off eligible students, some schools will get more funding. In cases where funding is reduced by greater than 40%, the reduction will be phased over two years to reduce the financial impact on schools.

Have schools been notified?

All schools with students or services affected by these changes have been formally notified by the Ministry. The Ministry has also been working closely with schools involved in School-operated services.

The changes in context

Our priority is to ensure all students are able to get to and from school every day. This is why the Ministry endeavours to provide a network of schools across New Zealand, which minimises the distance students need to travel to school. Around 600,000 students are able to make their way to school by car, bike, public transport or foot. Where distance and lack of suitable public transport is a barrier, transport assistance is available. The Ministry currently spends \$190 million annually to support around 100,000 children to get to school.

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Up-coming improvements to school transport

I would like to take this opportunity to also let you know about other improvements to school transport. From 2017, all vehicles used to transport special education students will have safety cameras, GPS and panic alarms fitted. In addition, work is underway to make better use of technology on school buses to monitor the performance of these services.

Need more information?

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Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the Rangitata electorate.

Ministry operated bus routes	Changes
• Nil	N/a

Schools directly funded for bus routes	Changes
• The Ashburton Network	<p>The Ashburton Network provides school bus transport services to Allenton, Ashburton Borough, Ashburton Christian, Ashburton Intermediate, Ashburton Netherby, Chertsey, Dorie, Fairton, Hampstead, Hinds, Longbeach, Mayfield, Rakaia and St Josephs schools. This Network also provides services to Mayfield and Hinds schools which falls in the Rangitata Electorate. They have chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students; instead of having the Ministry provide that assistance to their students. Engagement with the schools on their current school rolls has shown that the number of kilometres needed has decreased. Accordingly, for the 2017 school year, their overall transport funding will decrease by 23% reflecting the reduced distance required to pick up and drop off eligible students on the projected school roll.</p>
• Methven Area Bus Group	<p>The Methven Area Bus Group provides school bus transport services to Mount Cook College, Lauriston, Methven Primary and Our Lady of the Snows schools. One of their two current routes falls in your Electoral boundary. The remaining route falls inside the Selwyn Electorate. Due to the increased distance that transport will need to travel to pick up and drop off eligible students for the 2017 school year, their transport funding will increase by 49%.</p>

Barbara Kuriger
Member for Taranaki-King Country
Parliament Office
Private Bag 18888
Parliament Buildings
WELLINGTON 6160

Tēnā koe Ms Kuriger

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Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the Taranaki / King Country electorate.

Ministry operated bus routes	Changes
• Nil	N/a

Schools directly funded for bus routes	Changes
• Arohena School	Arohena School has chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students at their school; instead of having the Ministry provide that assistance to their students. Engagement with the schools on their current school roll has shown that the number of kilometres needed has decreased. Accordingly, for the 2017 school year, their transport funding will decrease by 46%. However because of the size of this decrease we have agreed with Arohena School Network that the decrease will be delayed and not take effect until 1 April 2017.
• Te Kuiti High School	Te Kuiti High School has also chosen to be directly funded by the Ministry of Education on a per kilometre basis. For the 2017 school year, their transport funding will decrease by 13% reflecting the shorter distance required to travel to pick up and drop off eligible students on the projected school roll

Hon Craig Foss
Member for Tukituki
Parliament Office
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Parliament Buildings
WELLINGTON 6160

Tēnā koe Minister

Changes to school transport services

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Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the Tukituki electorate.

Ministry operated bus routes	Changes
<ul style="list-style-type: none">• Nil	N/a

Schools directly funded for bus routes	Changes
<ul style="list-style-type: none">• Poukawa School	Poukawa School has chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students at their school; instead of having the Ministry provide that assistance to their students. Due to the increased distance required to be travelled to pick up and drop off eligible students for the 2017 school year, their transport funding will increase by 37%.

Hon Damien O'Connor
Member for West Coast-Tasman
Parliament Office
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Parliament Buildings
WELLINGTON 6160

Tēnā koe Mr O'Connor

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School-operated services, but estimates that around 350 students will be affected by changes to Ministry-operated services.

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Up-coming improvements to school transport

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Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the West Coast electorate.

Ministry operated bus routes	Changes
<ul style="list-style-type: none"> • Karamea Area School - Ministry Operated (two routes) • Tapawera Area School - Ministry Operated (six routes) 	<p>Recent engagement with these schools on the home addresses of their enrolled students and planned roll for 2017 has shown that some routes no longer meet with design policy. The routes will be shortened for the 2017 year, consistent with the design of the routes to pick up and drop off eligible students. All students currently able to access the bus will still be able to.</p>

Schools directly funded for bus routes	Changes
<ul style="list-style-type: none"> • Awahono School 	<p>Awahono School has chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students; instead of having the Ministry provide that assistance to their students. Engagement with the schools on their current school rolls has shown that the number of kilometres needed has reduced. Because of the size of this reduction (43%) we will stagger this funding decrease over the 2017 and 2018 school years.</p>
<ul style="list-style-type: none"> • Lake Rotoiti School 	<p>Lake Rotoiti School has also chosen to be directly funded by the Ministry of Education. Their funding for the 2017 year will decrease by less than 1% reflecting the shorter distance required to travel to pick up and drop off eligible students on the projected school roll.</p>
<ul style="list-style-type: none"> • Tasman Bay Christian School 	<p>Tasman bay Christian School have also chosen to be directly funded by the Ministry of Education Their funding for the 2017 year is due to decrease by 51% reflecting the shorter distance required to travel to pick up and drop off eligible students</p>

	on the projected school roll. We are working with the school to stagger this reduction over the next two years.
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Released under the Official Information Act 1982

Maureen Pugh
List Member
Parliament Office
Private Bag 18888
Parliament Buildings
WELLINGTON 6160

Tēnā koe Ms Pugh

Changes to school transport services

The Ministry of Education regularly reviews school transport services and resourcing to ensure these reflect current needs. For example, as students change schools, move address or use alternative forms of transport, the shape of particular routes may need to change accordingly. This letter outlines some recent changes to school transport services that will happen in 2017.

Please note that there has been no change to the policy itself, or the assessment criteria by which students are eligible for assistance with school transport. All students who are eligible for assistance will continue to receive it. However, there will be some modifications to particular services within your electorate, which are detailed in the attachment.

School transport assistance

The Ministry provides assistance with transport to and from a school for students living in areas where there is no access to suitable public transport, and who live some distance from the nearest school that they can attend (the distance depends on year level). The Ministry assists by providing contracted bus services in some areas (Ministry-operated), or by contributing funding to schools which run their own bus services (School-operated), with funding proportionate to the distance that an optimally designed route should take to assist eligible students.

What changes are happening in 2017?

The Ministry has identified 26 Ministry-operated bus routes which need modifying in 2017. The changes will include merging some routes with others, shortening and extending some routes and making minor changes to timetables.

The Ministry will also review the funding provided to schools which run their own School-operated services, to ensure funding matches up-to-date information about eligible students using those services.

How many schools and students are affected by these changes?

Eleven out of New Zealand's roughly 2,500 schools have students on routes which will change. A total of 76 schools involved in School-operated services will be affected by a funding adjustment. The Ministry does not hold data on students using

School-operated services, but estimates that around 350 students will be affected by changes to Ministry-operated services.

Depending on the changes to the distance required to travel to pick up and drop off eligible students, some schools will get more funding. In cases where funding is reduced by greater than 40%, the reduction will be phased over two years to reduce the financial impact on schools.

Have schools been notified?

All schools with students or services affected by these changes have been formally notified by the Ministry. The Ministry has also been working closely with schools involved in School-operated services.

The changes in context

Our priority is to ensure all students are able to get to and from school every day. This is why the Ministry endeavours to provide a network of schools across New Zealand, which minimises the distance students need to travel to school. Around 600,000 students are able to make their way to school by car, bike, public transport or foot. Where distance and lack of suitable public transport is a barrier, transport assistance is available. The Ministry currently spends \$190 million annually to support around 100,000 children to get to school.

This is about making the best possible use of taxpayers' money, and ensuring that funding is applied consistently across New Zealand.

Up-coming improvements to school transport

I would like to take this opportunity to also let you know about other improvements to school transport. From 2017, all vehicles used to transport special education students will have safety cameras, GPS and panic alarms fitted. In addition, work is underway to make better use of technology on school buses to monitor the performance of these services.

Need more information?

If you need further information or have any questions about the changes generally, or the attached details regarding changes in your area, please contact Belinda Waters in my office, ph 04 817 8062 , email Belinda.waters@parliament.govt.nz

Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the West Coast electorate.

Ministry operated bus routes	Changes
<ul style="list-style-type: none"> • Karamea Area School - Ministry Operated (two routes) • Tapawera Area School - Ministry Operated (six routes) 	<p>Recent engagement with these schools on the home addresses of their enrolled students and planned roll for 2017 has shown that some routes no longer meet with design policy. The routes will be shortened for the 2017 year, consistent with the design of routes required to pick up and drop off eligible students. All students currently able to access the bus will still be able to.</p>

Schools directly funded for bus routes	Changes
<ul style="list-style-type: none"> • Awahono School 	<p>Awahono School has chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students; instead of having the Ministry provide that assistance to their students. Engagement with the schools on their current school rolls has shown that the number of kilometres needed has reduced. Because of the size of this reduction (43%), we will stagger the funding decrease over the 2017 and 2018 school years.</p>
<ul style="list-style-type: none"> • Lake Rotoiti School 	<p>Lake Rotoiti School has also chosen to be directly funded by the Ministry of Education. Their funding for the 2017 year will decrease by less than 1% reflecting the shorter distance required to travel to pick up and drop off eligible students on the projected school roll.</p>
<ul style="list-style-type: none"> • Tasman Bay Christian School 	<p>Tasman bay Christian School have also chosen to be directly funded by the Ministry of Education Their funding for the 2017 year is due to decrease by 51% reflecting the shorter distance required to travel to pick up and drop off eligible students</p>

	on the projected school roll. We are working with the school to stagger this reduction over the next two years.
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Released under the Official Information Act 1982

Jacqui Dean
Member for Waitaki
Parliament Office
Private Bag 18888
Parliament Buildings
WELLINGTON 6160

Tēnā koe Ms Dean

Changes to school transport services

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Please note that there has been no change to the policy itself, or the assessment criteria by which students are eligible for assistance with school transport. All students who are eligible for assistance will continue to receive it. However, there will be some modifications to particular services within your electorate, which are detailed in the attachment.

School transport assistance

The Ministry provides assistance with transport to and from a school for students living in areas where there is no access to suitable public transport, and who live some distance from the nearest school that they can attend (the distance depends on year level). The Ministry assists by providing contracted bus services in some areas (Ministry-operated), or by contributing funding to schools which run their own bus services (School-operated), with funding proportionate to the distance that an optimally designed route should take to assist eligible students.

What changes are happening in 2017?

The Ministry has identified 26 Ministry-operated bus routes which need modifying in 2017. The changes will include merging some routes with others, shortening and extending some routes and making minor changes to timetables.

The Ministry will also review the funding provided to schools which run their own School-operated services, to ensure funding matches up-to-date information about eligible students using those services.

How many schools and students are affected by these changes?

Eleven out of New Zealand's roughly 2,500 schools have students on routes which will change. A total of 76 schools involved in School-operated services will be affected by a funding adjustment. The Ministry does not hold data on students using

School-operated services, but estimates that around 350 students will be affected by changes to Ministry-operated services.

Depending on the changes to the distance required to travel to pick up and drop off eligible students, some schools will get more funding. In cases where funding is reduced by greater than 40%, the reduction will be phased over two years to reduce the financial impact on schools.

Have schools been notified?

All schools with students or services affected by these changes have been formally notified by the Ministry. The Ministry has also been working closely with schools involved in School-operated services.

The changes in context

Our priority is to ensure all students are able to get to and from school every day. This is why the Ministry endeavours to provide a network of schools across New Zealand, which minimises the distance students need to travel to school. Around 600,000 students are able to make their way to school by car, bike, public transport or foot. Where distance and lack of suitable public transport is a barrier, transport assistance is available. The Ministry currently spends \$190 million annually to support around 100,000 children to get to school.

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Up-coming improvements to school transport

I would like to take this opportunity to also let you know about other improvements to school transport. From 2017, all vehicles used to transport special education students will have safety cameras, GPS and panic alarms fitted. In addition, work is underway to make better use of technology on school buses to monitor the performance of these services.

Need more information?

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Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the Waitaki electorate.

Ministry operated bus routes	Changes
<ul style="list-style-type: none">• Nil	N/a

Schools directly funded for bus routes	Changes
<ul style="list-style-type: none">• Twizel Area School	Twizel Area School has chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students; instead of having the Ministry provide that assistance to their students. Engagement with the school on their current school roll has shown that the number of kilometres needed has reduced. Accordingly, for the 2017 school year, their transport funding will decrease by 32%.

Hon Jo Goodhew
Member for Rangitata
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Tēnā koe Minister

Changes to school transport services

The Ministry of Education regularly reviews school transport services and resourcing to ensure these reflect current needs. For example, as students change schools, move address or use alternative forms of transport, the shape of particular routes may need to change accordingly. This letter outlines some recent changes to school transport services that will happen in 2017.

Please note that there has been no change to the policy itself, or the assessment criteria by which students are eligible for assistance with school transport. All students who are eligible for assistance will continue to receive it. However, there will be some modifications to particular services within your electorate, which are detailed in the attachment.

School transport assistance

The Ministry provides assistance with transport to and from a school for students living in areas where there is no access to suitable public transport, and who live some distance from the nearest school that they can attend (the distance depends on year level). The Ministry assists by providing contracted bus services in some areas (Ministry-operated), or by contributing funding to schools which run their own bus services (School-operated), with funding proportionate to the distance that an optimally designed route should take to assist eligible students.

What changes are happening in 2017?

The Ministry has identified 26 Ministry-operated bus routes which need modifying in 2017. The changes will include merging some routes with others, shortening and extending some routes and making minor changes to timetables.

The Ministry will also review the funding provided to schools which run their own School-operated services, to ensure funding matches up-to-date information about eligible students using those services.

How many schools and students are affected by these changes?

Eleven out of New Zealand's roughly 2,500 schools have students on routes which will change. A total of 76 schools involved in School-operated services will be affected by a funding adjustment. The Ministry does not hold data on students using

School-operated services, but estimates that around 350 students will be affected by changes to Ministry-operated services.

Depending on the changes to the distance required to travel to pick up and drop off eligible students, some schools will get more funding. In cases where funding is reduced by greater than 40%, the reduction will be phased over two years to reduce the financial impact on schools.

Have schools been notified?

All schools with students or services affected by these changes have been formally notified by the Ministry. The Ministry has also been working closely with schools involved in School-operated services.

The changes in context

Our priority is to ensure all students are able to get to and from school every day. This is why the Ministry endeavours to provide a network of schools across New Zealand, which minimises the distance students need to travel to school. Around 600,000 students are able to make their way to school by car, bike, public transport or foot. Where distance and lack of suitable public transport is a barrier, transport assistance is available. The Ministry currently spends \$190 million annually to support around 100,000 children to get to school.

This is about making the best possible use of taxpayers' money, and ensuring that funding is applied consistently across New Zealand.

Up-coming improvements to school transport

I would like to take this opportunity to also let you know about other improvements to school transport. From 2017, all vehicles used to transport special education students will have safety cameras, GPS and panic alarms fitted. In addition, work is underway to make better use of technology on school buses to monitor the performance of these services.

Need more information?

If you need further information or have any questions about the changes generally, or the attached details regarding changes in your area, please contact Belinda Waters in my office, ph 04 817 8062 , email Belinda.waters@parliament.govt.nz

Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the Rangitata electorate.

Ministry operated bus routes	Changes
• Nil	N/a

Schools directly funded for bus routes	Changes
• The Ashburton Network	The Ashburton Network is a network providing school bus transport services to Allenton, Ashburton Borough, Ashburton Christian, Ashburton Intermediate, Ashburton Netherby, Chertsey, Dorie, Fairton, Hampstead, Hinds, Longbeach, Mayfield and St Josephs schools. This Network also provides services to Rakaia School which falls in the Selwyn Electorate. They have chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students; instead of having the Ministry provide that assistance to their students. Engagement with the schools on their current school rolls has shown that the number of kilometres needed has reduced. Accordingly, for the 2017 school year, their transport funding will decrease by 23%.
• Methven Area Bus Group	The Methven Area Bus Group provides school bus transport services to Mount Cook College, Lauriston, Methven Primary and Our Lady of the Snows schools. Services are also provided inside the Selwyn Electorate. They have chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students; instead of having the Ministry provide that assistance to their students. Due to the increased distances required to be travelled to pick up and drop off eligible students, for the 2017 school year, their transport funding will increase by 49%.
• Tinwald School	Tinwald School have chosen to be

	directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students; instead of having the Ministry provide that assistance to their students. Due to the decreased distances required to be travelled to pick up and drop off eligible students, for the 2017 school year, their transport funding will decrease by 24% .
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Released under the Official Information Act 1982

Lindsay Tisch
Member for Waikato
Parliament Office
Private Bag 18888
Parliament Buildings
WELLINGTON 6160

Tēnā koe Mr Tisch

Changes to school transport services

The Ministry of Education regularly reviews school transport services and resourcing to ensure these reflect current needs. For example, as students change schools, move address or use alternative forms of transport, the shape of particular routes may need to change accordingly. This letter outlines some recent changes to school transport services that will happen in 2017.

Please note that there has been no change to the policy itself, or the assessment criteria by which students are eligible for assistance with school transport. All students who are eligible for assistance will continue to receive it. However, there will be some modifications to particular services within your electorate, which are detailed in the attachment.

School transport assistance

The Ministry provides assistance with transport to and from a school for students living in areas where there is no access to suitable public transport, and who live some distance from the nearest school that they can attend (the distance depends on year level). The Ministry assists by providing contracted bus services in some areas (Ministry-operated), or by contributing funding to schools which run their own bus services (School-operated), with funding proportionate to the distance that an optimally designed route should take to assist eligible students.

What changes are happening in 2017?

The Ministry has identified 26 Ministry-operated bus routes which need modifying in 2017. The changes will include merging some routes with others, shortening and extending some routes and making minor changes to timetables.

The Ministry will also review the funding provided to schools which run their own School-operated services, to ensure funding matches up-to-date information about eligible students using those services.

How many schools and students are affected by these changes?

Eleven out of New Zealand's roughly 2,500 schools have students on routes which will change. A total of 76 schools involved in School-operated services will be affected by a funding adjustment. The Ministry does not hold data on students using

School-operated services, but estimates that around 350 students will be affected by changes to Ministry-operated services.

Depending on the changes to the distance required to travel to pick up and drop off eligible students, some schools will get more funding. In cases where funding is reduced by greater than 40%, the reduction will be phased over two years to reduce the financial impact on schools.

Have schools been notified?

All schools with students or services affected by these changes have been formally notified by the Ministry. The Ministry has also been working closely with schools involved in School-operated services.

The changes in context

Our priority is to ensure all students are able to get to and from school every day. This is why the Ministry endeavours to provide a network of schools across New Zealand, which minimises the distance students need to travel to school. Around 600,000 students are able to make their way to school by car, bike, public transport or foot. Where distance and lack of suitable public transport is a barrier, transport assistance is available. The Ministry currently spends \$190 million annually to support around 100,000 children to get to school.

This is about making the best possible use of taxpayers' money, and ensuring that funding is applied consistently across New Zealand.

Up-coming improvements to school transport

I would like to take this opportunity to also let you know about other improvements to school transport. From 2017, all vehicles used to transport special education students will have safety cameras, GPS and panic alarms fitted. In addition, work is underway to make better use of technology on school buses to monitor the performance of these services.

Need more information?

If you need further information or have any questions about the changes generally, or the attached details regarding changes in your area, please contact Belinda Waters in my office, ph 04 817 8062 , email Belinda.waters@parliament.govt.nz

Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the Waikato electorate.

Ministry operated bus routes	Changes
<ul style="list-style-type: none">• Nil	N/a

Schools directly funded for bus routes	Changes
<ul style="list-style-type: none">• Waikare Schools Transport Committee	The Waikare Schools Transport Committee provides school bus transport services to Te Kauwhata College, Te Kauwhata Primary and Waerengo Schools. They have chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students; instead of having the Ministry provide that assistance to their students. Engagement with the schools on their current school rolls has shown that the number of kilometres needed has reduced. Accordingly, for the 2017 school year, their transport funding will decrease by 15%.

Hon Louise Upston
Member for Taupō
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WELLINGTON 6160

Tēnā koe Minister

Changes to school transport services

The Ministry of Education regularly reviews school transport services and resourcing to ensure these reflect current needs. For example, as students change schools, move address or use alternative forms of transport, the shape of particular routes may need to change accordingly. This letter outlines some recent changes to school transport services that will happen in 2017.

Please note that there has been no change to the policy itself, or the assessment criteria by which students are eligible for assistance with school transport. All students who are eligible for assistance will continue to receive it. However, there will be some modifications to particular services within your electorate, which are detailed in the attachment.

School transport assistance

The Ministry provides assistance with transport to and from a school for students living in areas where there is no access to suitable public transport, and who live some distance from the nearest school that they can attend (the distance depends on year level). The Ministry assists by providing contracted bus services in some areas (Ministry-operated), or by contributing funding to schools which run their own bus services (School-operated), with funding proportionate to the distance that an optimally designed route should take to assist eligible students.

What changes are happening in 2017?

The Ministry has identified 26 Ministry-operated bus routes which need modifying in 2017. The changes will include merging some routes with others, shortening and extending some routes and making minor changes to timetables.

The Ministry will also review the funding provided to schools which run their own School-operated services, to ensure funding matches up-to-date information about eligible students using those services.

How many schools and students are affected by these changes?

Eleven out of New Zealand's roughly 2,500 schools have students on routes which will change. A total of 76 schools involved in School-operated services will be affected by a funding adjustment. The Ministry does not hold data on students using

School-operated services, but estimates that around 350 students will be affected by changes to Ministry-operated services.

Depending on the changes to the distance required to travel to pick up and drop off eligible students, some schools will get more funding. In cases where funding is reduced by greater than 40%, the reduction will be phased over two years to reduce the financial impact on schools.

Have schools been notified?

All schools with students or services affected by these changes have been formally notified by the Ministry. The Ministry has also been working closely with schools involved in School-operated services.

The changes in context

Our priority is to ensure all students are able to get to and from school every day. This is why the Ministry endeavours to provide a network of schools across New Zealand, which minimises the distance students need to travel to school. Around 600,000 students are able to make their way to school by car, bike, public transport or foot. Where distance and lack of suitable public transport is a barrier, transport assistance is available. The Ministry currently spends \$190 million annually to support around 100,000 children to get to school.

This is about making the best possible use of taxpayers' money, and ensuring that funding is applied consistently across New Zealand.

Up-coming improvements to school transport

I would like to take this opportunity to also let you know about other improvements to school transport. From 2017, all vehicles used to transport special education students will have safety cameras, GPS and panic alarms fitted. In addition, work is underway to make better use of technology on school buses to monitor the performance of these services.

Need more information?

If you need further information or have any questions about the changes generally, or the attached details regarding changes in your area, please contact Belinda Waters in my office, ph 04 817 8062 , email Belinda.waters@parliament.govt.nz

Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the Taupo electorate

Ministry operated bus routes	Changes
<ul style="list-style-type: none"> • Nil 	N/a

Schools directly funded for bus routes	Changes
<ul style="list-style-type: none"> • Putaruru School Bus Service 	<p>The Putaruru School Bus Service provides school bus transport services to Putaruru College, Lichfield, Putaruru Primary, St Mary's Catholic, Te Waotu and Tirau Primary Schools. They have chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students; instead of having the Ministry provide that assistance to their students. Engagement with the schools on their current school rolls has shown that the number of kilometres needed has reduced. Accordingly, for the 2017 school year, their transport funding will decrease by 17%.</p>

Sarah Dowie
Member for Invercargill
Parliament Office
Private Bag 18888
Parliament Buildings
WELLINGTON 6160

Tēnā koe Ms Dowie

Changes to school transport services

The Ministry of Education regularly reviews school transport services and resourcing to ensure these reflect current needs. For example, as students change schools, move address or use alternative forms of transport, the shape of particular routes may need to change accordingly. This letter outlines some recent changes to school transport services that will happen in 2017.

Please note that there has been no change to the policy itself, or the assessment criteria by which students are eligible for assistance with school transport. All students who are eligible for assistance will continue to receive it. However, there will be some modifications to particular services within your electorate, which are detailed in the attachment.

School transport assistance

The Ministry provides assistance with transport to and from a school for students living in areas where there is no access to suitable public transport, and who live some distance from the nearest school that they can attend (the distance depends on year level). The Ministry assists by providing contracted bus services in some areas (Ministry-operated), or by contributing funding to schools which run their own bus services (School-operated), with funding proportionate to the distance that an optimally designed route should take to assist eligible students.

What changes are happening in 2017?

The Ministry has identified 26 Ministry-operated bus routes which need modifying in 2017. The changes will include merging some routes with others, shortening and extending some routes and making minor changes to timetables.

The Ministry will also review the funding provided to schools which run their own School-operated services, to ensure funding matches up-to-date information about eligible students using those services.

How many schools and students are affected by these changes?

Eleven out of New Zealand's roughly 2,500 schools have students on routes which will change. A total of 76 schools involved in School-operated services will be affected by a funding adjustment. The Ministry does not hold data on students using

School-operated services, but estimates that around 350 students will be affected by changes to Ministry-operated services.

Depending on the changes to the distance required to travel to pick up and drop off eligible students, some schools will get more funding. In cases where funding is reduced by greater than 40%, the reduction will be phased over two years to reduce the financial impact on schools.

Have schools been notified?

All schools with students or services affected by these changes have been formally notified by the Ministry. The Ministry has also been working closely with schools involved in School-operated services.

The changes in context

Our priority is to ensure all students are able to get to and from school every day. This is why the Ministry endeavours to provide a network of schools across New Zealand, which minimises the distance students need to travel to school. Around 600,000 students are able to make their way to school by car, bike, public transport or foot. Where distance and lack of suitable public transport is a barrier, transport assistance is available. The Ministry currently spends \$190 million annually to support around 100,000 children to get to school.

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Need more information?

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Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the Invercargill electorate.

Ministry operated bus routes	Changes
• Nil	N/a

Schools directly funded for bus routes	Changes
• Waianiwa School	Waianiwa School has chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students; instead of having the Ministry provide that assistance to their students. Engagement with the schools on their current school roll has shown that the number of kilometres needed has reduced. Accordingly, for the 2017 school year, their transport funding will decrease by 37%.

Scott Simpson
Member for Coromandel
Parliament Office
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WELLINGTON 6160

Tēnā koe Mr Simpson

Changes to school transport services

The Ministry of Education regularly reviews school transport services and resourcing to ensure these reflect current needs. For example, as students change schools, move address or use alternative forms of transport, the shape of particular routes may need to change accordingly. This letter outlines some recent changes to school transport services that will happen in 2017.

Please note that there has been no change to the policy itself, or the assessment criteria by which students are eligible for assistance with school transport. All students who are eligible for assistance will continue to receive it. However, there will be some modifications to particular services within your electorate, which are detailed in the attachment.

School transport assistance

The Ministry provides assistance with transport to and from a school for students living in areas where there is no access to suitable public transport, and who live some distance from the nearest school that they can attend (the distance depends on year level). The Ministry assists by providing contracted bus services in some areas (Ministry-operated), or by contributing funding to schools which run their own bus services (School-operated), with funding proportionate to the distance that an optimally designed route should take to assist eligible students.

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How many schools and students are affected by these changes?

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School-operated services, but estimates that around 350 students will be affected by changes to Ministry-operated services.

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Have schools been notified?

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The changes in context

Our priority is to ensure all students are able to get to and from school every day. This is why the Ministry endeavours to provide a network of schools across New Zealand, which minimises the distance students need to travel to school. Around 600,000 students are able to make their way to school by car, bike, public transport or foot. Where distance and lack of suitable public transport is a barrier, transport assistance is available. The Ministry currently spends \$190 million annually to support around 100,000 children to get to school.

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Need more information?

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Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the Coromandel electorate. Note that some of the services fall within the neighbouring Bay of Plenty Electorate.

Ministry operated bus routes	Changes
• Nil	N/a

Schools directly funded for bus routes	Changes
• Katikati Network	<p>The Katikati network serves Katikati College and Katikati Primary School. They have chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students; instead of having the Ministry provide that assistance to their students. Engagement with the schools on their current school rolls has shown that the number of kilometres needed has reduced. Accordingly, for the 2017 school year, their transport funding will decrease by 15%.</p>

Dr Shane Reti
Member for Whangarei
Parliament Office
Private Bag 18888
Parliament Buildings
WELLINGTON 6160

Tēnā koe Dr Reti

Changes to school transport services

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Please note that there has been no change to the policy itself, or the assessment criteria by which students are eligible for assistance with school transport. All students who are eligible for assistance will continue to receive it. However, there will be some modifications to particular services within your electorate, which are detailed in the attachment.

School transport assistance

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What changes are happening in 2017?

The Ministry has identified 26 Ministry-operated bus routes which need modifying in 2017. The changes will include merging some routes with others, shortening and extending some routes and making minor changes to timetables.

The Ministry will also review the funding provided to schools which run their own School-operated services, to ensure funding matches up-to-date information about eligible students using those services.

How many schools and students are affected by these changes?

Eleven out of New Zealand's roughly 2,500 schools have students on routes which will change. A total of 76 schools involved in School-operated services will be affected by a funding adjustment. The Ministry does not hold data on students using

School-operated services, but estimates that around 350 students will be affected by changes to Ministry-operated services.

Depending on the changes to the distance required to travel to pick up and drop off eligible students, some schools will get more funding. In cases where funding is reduced by greater than 40%, the reduction will be phased over two years to reduce the financial impact on schools.

Have schools been notified?

All schools with students or services affected by these changes have been formally notified by the Ministry. The Ministry has also been working closely with schools involved in School-operated services.

The changes in context

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I would like to take this opportunity to also let you know about other improvements to school transport. From 2017, all vehicles used to transport special education students will have safety cameras, GPS and panic alarms fitted. In addition, work is underway to make better use of technology on school buses to monitor the performance of these services.

Need more information?

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Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the Whangarei electorate.

Ministry operated bus routes	Changes
<ul style="list-style-type: none">• Nil	N/a

Schools directly funded for bus routes	Changes
<ul style="list-style-type: none">• Bream Bay School Transport Network	<p>The Bream Bay School Transport Network provides school transport services to Bream Bay College, One Tree Point School, Ruakaka School and Waipu School. They have chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students, instead of having the Ministry provide that assistance to their students. Engagement with the schools on their current school rolls has shown that the number of kilometres needed has reduced. Accordingly, for the 2017 school year, their transport funding will decrease by 9%.</p>

Stuart Nash
Member for Napier
Parliament Office
Private Bag 18888
Parliament Buildings
WELLINGTON 6160

Tēnā koe Mr Nash

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Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the Napier electorate.

Ministry operated bus routes	Changes
• Nil	N/a

Schools directly funded for bus routes	Changes
• Nuhaka School	Nuhaka School has chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students; instead of having the Ministry provide that assistance to their students. Engagement with the school on their current school roll has shown that the number of kilometres needed has reduced. Accordingly, for the 2017 school year, their transport funding will decrease by 7%.

Jono Naylor
List member
Parliament Office
Private Bag 18888
Parliament Buildings
WELLINGTON 6160

Tēnā koe Mr Naylor

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Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the Napier electorate

Ministry operated bus routes	Changes
<ul style="list-style-type: none">• Nil	N/a

Schools directly funded for bus routes	Changes
<ul style="list-style-type: none">• Nuhaka School	Nuhaka School has chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students; instead of having the Ministry provide that assistance to their students. Engagement with the school on their current school roll has shown that the number of kilometres needed has reduced. Accordingly, for the 2017 school year, their transport funding will decrease by 7%.

Stuart Smith
Member for Kaikōura
Parliament Office
Private Bag 18888
Parliament Buildings
WELLINGTON 6160

Tēnā koe Mr Smith

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Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the Kaikoura electorate.

Ministry operated bus routes	Changes
• Nil	N/a

Schools directly funded for bus routes	Changes
• Ward School	Ward School has chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students; instead of having the Ministry provide that assistance to their students. Due to the increased distances that need to be travelled to pick up and drop off eligible students for the 2017 school year, their transport funding will increase by 8%.

Todd Barclay
Member for Clutha-Southland
Parliament Office
Private Bag 18888
Parliament Buildings
WELLINGTON 6160

Tēnā koe Mr Barclay

Changes to school transport services

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Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the Clutha Southland electorate.

Ministry operated bus routes	Changes
• Nil	N/a

Schools directly funded for bus routes	Changes
• Garston School	Garston School has chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students, instead of having the Ministry provide that assistance to their students. Due to increased distances required to be travelled to pick up and drop off eligible students for the 2017 school year, their transport funding will increase by 14%.
• Maheno School	Maheno School has also chosen to be directly funded. Due to increased distances required to be travelled to pick up and drop off eligible students for the 2017 year, their transport funding will increase by 7%.
• Thornbury School	Thornbury School has also chosen to be directly funded. For the 2017 year, their transport funding will decrease by 18% reflecting the shorter distance required to travel to pick up and drop off eligible students on the projected school roll.
• Isla Bank School	Isla Banks School has also chosen to be directly funded. For the 2017 year, their transport funding will decrease by 18% reflecting the shorter distance required to travel to pick up and drop off eligible students on the projected school roll.
• Waikaka School	Waikaka School has also chosen to be directly funded. For the 2017 year, their transport funding will

	decrease by 6% reflecting the shorter distance required to travel to pick up and drop off eligible students on the projected school roll.
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Released under the Official Information Act 1982

Todd Muller
Member for Bay of Plenty
Parliament Office
Private Bag 18888
Parliament Buildings
WELLINGTON 6160

Tēnā koe Mr Muller

Changes to school transport services

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Heoi anō

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Minister of Education

School transport affected bus routes in the Bay of Plenty electorate. Note that some of these routes are provided within the neighbouring Coromandel electorate.

Ministry operated bus routes	Changes
<ul style="list-style-type: none"> Oropi School – Ministry Operated – (two bus routes) 	<p>Recent engagement with the school on the home addresses of their enrolled students and planned roll for 2017 has shown that this route no longer meets with design policy. The routes will be shortened for the 2017 year, consistent with the optimal design of routes required to pick up and drop off eligible students. All students currently able to access the bus will still be able to.</p>

Schools directly funded for bus routes	Changes
<ul style="list-style-type: none"> Katikati Network 	<p>The Katikati network serves Katikati College and Katikati Primary School. They have chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students; instead of having the Ministry provide that assistance to their students. Engagement with the schools on their current school rolls has shown that the number of kilometres needed has reduced. Accordingly, for the 2017 school year, their transport funding will decrease by 15%.</p>

Hon Todd McClay
Member for Rotorua
Parliament Office
Private Bag 18888
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WELLINGTON 6160

Tēnā koe Minister

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Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the Rotorua electorate.

Ministry operated bus routes	Changes
• Nil	N/a

Schools directly funded for bus routes	Changes
• Maketu School	Maketu School has chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students; instead of having the Ministry provide that assistance to their students. It previously received school bus funding for Levels 1 and 2 Maori Immersion. As Maketu no longer offers these immersion levels funding for this school bus route will cease . A small number of students remain eligible for school transport assistance and we will be working with those caregivers in Term 1 of 2017 to ensure assistance is available.

Rt Hon Winston Peters
Member for Northland
Parliament Office
Private Bag 18888
Parliament Buildings
WELLINGTON 6160

Tēnā koe Rt Hon Peters

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All schools with students or services affected by these changes have been formally notified by the Ministry. The Ministry has also been working closely with schools involved in School-operated services.

The changes in context

Our priority is to ensure all students are able to get to and from school every day. This is why the Ministry endeavours to provide a network of schools across New Zealand, which minimises the distance students need to travel to school. Around 600,000 students are able to make their way to school by car, bike, public transport or foot. Where distance and lack of suitable public transport is a barrier, transport assistance is available. The Ministry currently spends \$190 million annually to support around 100,000 children to get to school.

This is about making the best possible use of taxpayers' money, and ensuring that funding is applied consistently across New Zealand.

Up-coming improvements to school transport

I would like to take this opportunity to also let you know about other improvements to school transport. From 2017, all vehicles used to transport special education students will have safety cameras, GPS and panic alarms fitted. In addition, work is underway to make better use of technology on school buses to monitor the performance of these services.

Need more information?

If you need further information or have any questions about the changes generally, or the attached details regarding changes in your area, please contact Belinda Waters in my office, ph 04 817 8062 , email Belinda.waters@parliament.govt.nz

Heoi anō

Hon Hekia Parata
Minister of Education

School transport affected bus routes in the Northland electorate.

Ministry operated bus routes	Changes
<ul style="list-style-type: none">• Nil	N/a

Schools directly funded for bus routes	Changes
<ul style="list-style-type: none">• Rodney Area Transport Network	<p>The Rodney Area Transport Network provides school bus transport services to Rodney College, Mangawhai Beach, Taporā, Tauhoa, Tomorata and Wellsford Schools. This network has chosen to be directly funded by the Ministry of Education on a per kilometre basis, to provide transport assistance to all eligible students; instead of having the Ministry provide that assistance to their students.</p> <p>Engagement with the schools on their current school rolls has shown that the number of kilometres needed has reduced. Accordingly, for the 2017 school year, their transport funding will decrease by 2%.</p>

Mark Mitchell
Member for Rodney
Parliament Office
Private Bag 18888
Parliament Buildings
WELLINGTON 6160

Tēnā koe Mr Mitchell

Changes to school transport services

The Ministry of Education regularly reviews school transport services and resourcing to ensure these reflect current needs. For example, as students change schools, move address or use alternative forms of transport, the shape of particular routes may need to change accordingly. This letter outlines some recent changes to school transport services that will happen in 2017.

Please note that there has been no change to the policy itself, or the assessment criteria by which students are eligible for assistance with school transport. All students who are eligible for assistance will continue to receive it. However, there will be some modifications to particular services within your electorate, which are detailed in the attachment.

School transport assistance

The Ministry provides assistance with transport to and from a school for students living in areas where there is no access to suitable public transport, and who live some distance from the nearest school that they can attend (the distance depends on year level). The Ministry assists by providing contracted bus services in some areas (Ministry-operated), or by contributing funding to schools which run their own bus services (School-operated), with funding proportionate to the distance that an optimally designed route should take to assist eligible students.

What changes are happening in 2017?

The Ministry has identified 26 Ministry-operated bus routes which need modifying in 2017. The changes will include merging some routes with others, shortening and extending some routes and making minor changes to timetables.

The Ministry will also review the funding provided to schools which run their own School-operated services, to ensure funding matches up-to-date information about eligible students using those services.

How many schools and students are affected by these changes?

Eleven out of New Zealand's roughly 2,500 schools have students on routes which will change. A total of 76 schools involved in School-operated services will be affected by a funding adjustment. The Ministry does not hold data on students using

School-operated services, but estimates that around 350 students will be affected by changes to Ministry-operated services.

Depending on the changes to the distance required to travel to pick up and drop off eligible students, some schools will get more funding. In cases where funding is reduced by greater than 40%, the reduction will be phased over two years to reduce the financial impact on schools.

Have schools been notified?

All schools with students or services affected by these changes have been formally notified by the Ministry. The Ministry has also been working closely with schools involved in School-operated services.

The changes in context

Our priority is to ensure all students are able to get to and from school every day. This is why the Ministry endeavours to provide a network of schools across New Zealand, which minimises the distance students need to travel to school. Around 600,000 students are able to make their way to school by car, bike, public transport or foot. Where distance and lack of suitable public transport is a barrier, transport assistance is available. The Ministry currently spends \$190 million annually to support around 100,000 children to get to school.

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Need more information?

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Hon Hekia Parata
Minister of Education

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AIDE MEMOIRE

Title: School Transport Route Optimisation

To: Hon Nikki Kaye
Associate Minister of Education

From: Jerome Sheppard
Head of Education Infrastructure Service

[REDACTED] s 9(2)(a) OIA

EIS Contact: Delaney Myers
Director School Transport

[REDACTED] s 9(2)(a) OIA

Date: 11 October 2016

METIS: 1028856

Security: In Confidence

Purpose

1. You have requested information on initial feedback from schools about route optimisations and transition arrangements for funding reductions.

Key Points

2. The route optimisation process began in June 2016, and has involved liaising with schools on their roll returns to better align service provision to the actual student population and our policy settings.
3. The engagement process that was followed meant we were able to readily identify risks before they arose and manage them.
4. This engagement is continuing and we will provide support to the schools in their management of caregivers throughout the change, to ensure that on day one of Term 1 2017, everyone is at the right bus stop at the right time.

5.

[REDACTED]

s 9(2)(f)(iv) OIA

We get the job done Ka oti i a mātou ngā mahi

We are respectful, we listen, we learn He rōpū manaaki, he rōpū whakarongo, he rōpū ako mātou

We back ourselves and others to win Ka manawanui ki a mātou me ētahi ake kia wiktoria

We work together for maximum impact Ka mahi ngātahi mō te tūkinga nui tonu

Great results are our bottom line Ko ngā huanga tino pai ā mātou whāinga mutunga

6. The questions the schools have raised, [REDACTED] have been around three themes:

s 9(2)(f)(iv) OIA

- a. Questions about the accuracy of their school's roll-return data that they provided to the Ministry.
 - b. Understanding why change is happening now when there has been no change for several years.
 - c. Seeking advice on how to message changes to caregivers.
7. Ministry Service Agents have been empowered to discuss transition arrangements with all impacted schools. This will continue to be the case if and when any concerns are raised. Transition arrangements have been agreed with three schools in order to soften the impact of change.
- a. Waianiwa School: Staggering reduction evenly over two years.
 - b. Tasman Bay Christian School: Deferring change implementation until Term 2, 2017.
 - c. Awahono School: Staggering reduction evenly over two years.
8. It would partially defeat the purpose of the route optimisation if we were to offer transition arrangements to all schools that requested them. We are considering these arrangements only where the degree of change is very substantive and/ or there is uncertainty about current and near future roll projections and eligibility for provision of school transport assistance. The optimisation process needs to be followed if we are to obtain the savings necessary to support increases in provision elsewhere.
9. We have undertaken to report to you on the outcomes of this exercise, highlighting any issues subsequently raised by schools in early November.

BRIEFING NOTE: School Transport Operational Efficiencies – Waianiwa School

To:	Hon Hekia Parata Minister of Education		
Date:	25 October 2016	Priority:	High
Security Level:	Sensitive	METIS No:	1030959
Approved by:	Jerome Sheppard Head of Education Infrastructure Service	DDI:	

Purpose

1. You have asked for further details about the change to the direct funding for Waianiwa School as part of the school transport operational efficiencies.

Key Points

2. Waianiwa School is a year 1 – 6 primary school near Invercargill that has chosen to be directly funded for school transport assistance.
3. Funding is based on the distance travelled to transport eligible students, using the most efficient route.
4. Waianiwa School will have a 37% reduction in transport funding in 2017 because the number of kilometres required to transport eligible students has reduced.
5. This means their current kilometre based funding will reduce from \$78,293.04 to \$49,267.97.
6. No Ministry policy on school transport or route design has been changed.

Background

7. School transport assistance may be provided to students that meet the age/distance criteria if there is no suitable public transport. Assistance is only provided for students attending the closest appropriate school they can enrol at.
8. Waianiwa School has chosen to be "directly resourced" by the Ministry of Education to provide transport assistance to all eligible students, instead of having the Ministry provide that assistance to their students.
9. Funding for Direct Resourced schools is based on the number of kilometres that would be travelled if the Ministry were running bus routes, but Direct Resourced schools can use that funding in any way they see fit, provided they offer assistance to all eligible students.
10. Updating bus routes to meet the needs of the changing student population is a business as usual function for the Ministry. Routes have been shortened, lengthened and combined to be more efficient.
11. Waianiwa School provided student information to the Ministry through their School Roll Return. This return information was verified with the school and then the distances required to transport students was determined from the location of these students in relation to the School.
12. Routes for Waianiwa School were last reviewed in 2009. The roll has reduced since then.

13. As was done with all schools impacted by changes for the 2017 year, the data, process and outcomes have been discussed face to face with Waianiwa School by the Ministry's service agent. The school has not raised any concerns with the process or their ability to manage the outcome. However given the size of the reduction, an agreement has been made that the funding reduction will be staggered evenly over two years to reduce the impact.
14. The school contracts McDermott Coachlines to run their bus services and now that they are aware that the transport arrangements could be more efficiently operated than they currently are, they have advised McDermotts they will be making changes.

Released under the Official Information Act 1982