

Record of officer decision

Decision title:	School transport route planning software – license extension
Date of decision:	7 th June 2019
Decision maker:	Head of transport and access
Authority for delegated decision:	This is an operational decision with regard to Part 3 Section 7 para 3.7.5 of the constitution.
Ward:	Countywide
Consultation:	None
Decision made:	To approve a 6 month extension to the license held with Q Routes Ltd for school transport route planning software at a total cost of £9,500.
Reasons for decision:	<p>A decision has been taken to review all mainstream school transport provision with a view to increasing the efficiency of routes and reduce the contracting costs (Retendering Programme For Mainstream School And College Transport, Officer Decision 16/1/19).</p> <p>Council determined to provide additional funds of up to £90k to support the purchase of specialist route planning and data management software for school transport to cover the period 2019-22 (council meeting 15/4/19).</p> <p>Q routes was purchased (late 2018) on a short term basis to enable the commencement of the area based school transport route reviews. A license extension of 6 months is required to allow time for further market testing and to improve the final outcome of procurement of a long term route planning and data management system for school transport. During this period Q Routes will continue to be used to support an additional 2 area based reviews, having already demonstrated value for money in assisting with the first review.</p> <p>The benefits of purchasing and using automated route planning software are:</p> <ul style="list-style-type: none"> • Reduced administration time planning school transport routes • Greater route efficiency – improved vehicle utilisation and reduced distance and time travelled for students • Delivery of lower revenue costs achieved through a reduction in the number of contracts required • Reduced journey times for students • Environmental benefits including, lower carbon emissions, less traffic congestion, lower use of fuel.
Highlight any associated risks/finance/legal/equality considerations:	<p>Use of the G-Cloud framework to procure Q Routes satisfies Herefordshire Council's contract procedure rules mitigating the risk of legal challenge. The license held allows for extension periods of up to 2 years.</p> <p>The purchase of a route planning and data management system will assist the council in improving school transport route specifications, designing more efficient services and reducing contracting costs.</p>
Details of any alternative options considered and rejected:	Not to extend the Q Routes license. This was rejected as market testing has indicated that more time is required to complete a successful procurement which would identify a suitable package comprising both route planning and data management capabilities within the funding envelope available. The loss of route planning capability during this period would delay the programme of route

	reviews and delay the anticipated efficiencies and contract savings.
Details of any declarations of interest made:	None

Signed...Head of transport and access... Date: 7/6/19