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| Subject: | Home to School Transport (Procurement Issue) | | |
| Date of Meeting: | 17 September 2019 | | |
| Report of: | Executive Director, Finance & Resources | | |
| Contact Officer: | Name: | Mark Dallen | Tel: 29-1314 |
| | Email: | Mark.Dallen@brighton-hove.gov.uk | |
| Ward(s) affected: | All | | |

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 At Audit and Standards Committee on 23 July 2019, Members requested that Internal Audit carry out a high level desk top review into the decisions surrounding the recent home to school transport procurement. The issues raised refer back to the October 2018 Policy Resources & Growth (PRG) Committee and a subsequent decision by the service to adopt a Dynamic Purchasing System (DPS). The audit report is attached as Annex 1 and a copy of the original letter from Cllrs. Lee Wares and Mary Mears as Annex 2.

2. RECOMMENDATIONS

- 2.1 Members are asked to note the report and consider any further action required in response to the issues raised.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 This review is an addition to the approved Internal Audit Plan for 2019/20.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The audit review has concluded that the approval of a DPS for the procurement of home to school transport was in accordance with existing Council procedures and delegations.
- 4.2 Other findings and conclusions from the audit review are included in the attached report, Annex 1.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 None.

6. CONCLUSION

- 6.1 The Committee is asked to note the report.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 *There are no direct financial implications arising from the noting of this report. There is one agreed management action within the report relating to public liability insurance which could potentially lead to additional costs. These are not expected to be significant and would need to be met from within existing budgets.*

Finance Officer Consulted: Jeff Coates

Date: 03/09/19

Legal Implications:

- 7.2 There are no legal implications arising from the report which is to note. The legal issues arising during the procurement process are addressed in the Audit report attached as Appendix 1.

Lawyer Consulted: Elizabeth Culbert

Date: 02/09/2019

Equalities Implications:

- 7.3 There are no direct equalities implications.

Sustainability Implications:

- 7.4 There are no direct sustainability implications.

SUPPORTING DOCUMENTATION

Annexes:

1. Internal Audit Report – Home to School Transport (Procurement Issue)

Documents in Members' Rooms

1. None

Background Documents

1. Internal Audit Strategy and Annual Audit Plan 2019/20.