

Impact Assessment - First Stage

1. Details of the initiative

Initiative description and summary: Disclosure and Barring Service (DBS) Policy and Procedures for Home to School and Social Services Transport Providers.
Service Area: Engineering and Transport
Directorate: Environment and Regeneration

2. Does the initiative affect:

	Yes	No
Service users		N
Staff		N
Wider community		N
Internal administrative process only	Y	

3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		N				Introducing the DBS policy and procedures is purely an internal administration role and will have no impact on residents with protected characteristics.
Disability		N				Introducing the DBS policy and procedures is purely an internal administration role and will have no impact on residents with protected characteristics.
Gender Reassignment		N				Introducing the DBS policy and procedures is purely an internal administration role and will have no impact on residents with protected characteristics.

Marriage/Civil Partnership		N				Introducing the DBS policy and procedures is purely an internal administration role and will have no impact on residents with protected characteristics.
Pregnancy/Maternity		N				Introducing the DBS policy and procedures is purely an internal administration role and will have no impact on residents with protected characteristics.
Race		N				Introducing the DBS policy and procedures is purely an internal administration role and will have no impact on residents with protected characteristics.
Religion/Belief		N				Introducing the DBS policy and procedures is purely an internal administration role and will have no impact on residents with protected characteristics.
Sex		N				Introducing the DBS policy and procedures is purely an internal administration role and will have no impact on residents with protected characteristics.
Sexual orientation		N				Introducing the DBS policy and procedures is purely an internal administration role and will have no impact on residents with protected characteristics.

4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		N				This initiative will have no impact on people's opportunities to use the Welsh Language.
Treating the Welsh language no less favourably than English		N				This initiative will not treat the Welsh Language less favourably than English.

5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity			N			There is no impact on biodiversity to be maintained/enhanced.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.			N			There is no impact on the enhancement to the environment.

6. Does the initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
Long term - how the initiative supports the long term well-being of people	Y		Introducing the DBS Policy and procedures will directly contribute to Wellbeing Objective 1. by ensuring pupils are safely transported to school.

Integration - how the initiative impacts upon our wellbeing objectives	Y		Introducing the DBS Policy and procedures will support local businesses by providing reassurance that staff are suitable and trustworthy and secure employment for contractor's staff. Wellbeing Objective 4
Involvement - how people have been involved in developing the initiative	Y		Officers have engaged with operators currently working on home to school and social services transport to ensure they are content with the introduction of the Policy and procedures which is more specific and relevant to them.
Collaboration - how we have worked with other services/organisations to find shared sustainable solutions	Y		Officers have engaged with operators currently working on home to school and social services transport to ensure they are content with the introduction of the Policy and procedures which is more specific and relevant to them.
Prevention - how the initiative will prevent problems occurring or getting worse	Y		The introduction of the DBS Policy and procedures will ensure that suitable staff are employed by contractors on home to school and social services contracts reducing risk of safeguarding concerns.

7. Declaration - based on above assessment (tick as appropriate):

A full impact assessment (second stage) is not required	✓
Reasons for this conclusion	
After completing the assessment, it has been determined that this proposal does not require a full (second stage) Impact Assessment. The introduction of the DBS Policy and Procedures will be a positive contribution to meeting current and future service needs. This is an internal admin process which will have a positive impact on our contractors and the passengers that we aim to protect.	
A full impact assessment (second stage) is required	
Reasons for this conclusion	

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	Name	Position	Signature	Date
Completed by	Brendan Griffiths	Passenger Transport Manager	DBG	11/10/2024
Signed off by	David Wyn Griffiths	Head of Engineering & Transport	DWG	15/10/2024