

This **Impact Assessment (IA)** toolkit, incorporating Welsh Language, Equalities, Well-being of Future Generations Act, Sustainable Development Principles, Communication and Engagement, Safeguarding, Corporate Parenting, Community Cohesion and Risk Management, supporting effective decision making and ensuring compliance with respective legislation.

**Please read the accompanying guidance before completing the form.**

**Draft versions of the assessment should be watermarked as "Draft" and retained for completeness. However, only the final version will be made publicly available. Draft versions may be provided to regulators if appropriate. In line with Council Policy IAs should be retained for 7 years.**

Service Area	Schools	Head of Service	Joanna Cassey	Strategic Director	Ian Budd	Portfolio Holder	Cllr Myfanwy Alexander
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### Proposal

#### Outline Summary / Description of Proposal

The Authority's Home to School/College Transport Policy has been amended to simplify the criteria and to include the approved catchment areas in respect of transport for each school. The new Policy also confirms the requirement for the Authority to ensure that all qualifying pupils who live in Powys have access to transport to their nearest suitable maintained school. This, together with proposed changes in respect to transport provision for children with Additional Learning Needs, has been incorporated into the Policy. The Policy also assumes that learners living in Powys will be entitled to transport to their nearest suitable maintained school in Wales if they meet the qualifying distance criteria.

The Policy is considered to be the fairest and most equitable way for the Council to meet its statutory obligations.

#### 1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£	£	£

#### 2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
Public consultation required	20 <sup>th</sup> July 2018	Yes

#### 3. Version Control (services should consider the impact assessment early in the development process and continually evaluate)

Version	Author	Job Title	Date
V1	Rosie Davies	Schools Service Policy Officer	9 <sup>th</sup> August 2018

**Cyngor Sir Powys County Council**  
**Impact Assessment (IA)**  
*The integrated approach to support effective decision making*



4. Impact on Other Service Areas

**Does the proposal have potential to impact on another service area? (Including implication for Health & Safety and Corporate Parenting)  
 PLEASE ENSURE YOU INFORM / ENGAGE ANY AFFECTED SERVICE AREAS AT THE EARLIEST OPPORTUNITY**

Passenger Transport Unit

<b>Service Area informed:</b>	Yes	<b>Contact Officer liaised with:</b>	Yes
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**Mitigation**

The Schools Service liaises closely with the Passenger Transport Unit to provide Home-to-School/College Transport. Any changes to routes, or any new transport required, is discussed with the Unit.

5. How does your proposal impact on the council's strategic vision?

<b>Council Priority</b>	<b>How does the proposal impact on this priority?</b>	<b>IMPACT</b> Please select from drop down box below	<b>What will be done to better contribute to positive or mitigate any negative impacts?</b>	<b>IMPACT AFTER MITIGATION</b> Please select from drop down box below
<b>The Economy We will develop a vibrant economy</b>	n/a	Choose an item.		Choose an item.
<b>Health and Care We will lead the way in effective, integrated rural health and care</b>	n/a	Choose an item.		Choose an item.
<b>Learning and skills We will strengthen learning and skills</b>	The revised Home-to-School/College Transport Policy provides free transport to qualifying learners (2 miles primary; 3 miles secondary) to the catchment or nearest suitable maintained school. The Policy also enables the provision of vacant seats to non-qualifying learners if seats are available on local authority contracted vehicles. The Policy allows learners of both statutory and post-16 age access to the required curriculum through the language of choice.	Neutral		Choose an item.

**Cyngor Sir Powys County Council**  
**Impact Assessment (IA)**  
*The integrated approach to support effective decision making*



Council Priority	How does the proposal impact on this priority?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<b>Residents and Communities</b> <b>We will support our residents and communities</b>	<p>The Home-to-School/College Transport Policy provides free transport to qualifying learners (2 miles primary; 3 miles secondary) to the catchment or nearest suitable maintained school. The Policy also enables the provision of vacant seats to non-qualifying learners if seats are available on local authority contracted vehicles. The Policy allows learners of both statutory and post-16 age access to the required curriculum through the language of choice.</p>	Neutral		Choose an item.

**Source of Outline Evidence to support judgements**

Consultation responses / consultation report

6. How does your proposal impact on the Welsh Government's well-being goals?

Well-being Goal	How does proposal contribute to this goal?	IMPACT	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT
		Please select from drop down box below		AFTER
				MITIGATION
				Please select from drop down box below
<b>A prosperous Wales:</b> An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.	The Policy enables learners to travel to school and college, therefore ensuring access to learning which develops a skilled and well-educated population.	Good		
<b>A resilient Wales:</b> A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).	Transport routes were recently the subject of a re-tender and the revised network of provision has been designed to ensure the number of transport miles is minimised as far as possible. The provision of a vacant seat scheme reduces the number of learners transported to school by parents/carers, and the potential to use integrated public/school transport also reduces negative impact on the environment.	Good		
<b>A healthier Wales:</b> A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.	The Policy enables all learners, and those with additional learning needs, to have access to education, thereby improving their physical and mental well-being.	Good		

<b>A Wales of cohesive communities:</b> Attractive, viable, safe and well-connected Communities.	The Policy enables learners to access transport to their nearest suitable or catchment school, ensuring that communities within catchments are well-connected.	Good		Choose an item.
<b>A globally responsible Wales:</b> A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.	The Policy enables learners to access education which will enable them to make a positive contribution to global well-being.	Good		Choose an item.
<b>A Wales of vibrant culture and thriving Welsh language:</b> A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	<p>The Policy provides transport to the nearest suitable school delivering education through the medium of Welsh for pupils choosing to access Welsh-medium provision.</p> <p>However, some concerns were raised in the consultation that the Policy is not supporting the authority's ambition for Welsh-medium education and that there is a discrepancy between the Policy and the authority's Welsh in Education Strategic Plan (WESP). Views were also expressed that the Policy does not differentiate between Welsh-medium streams and Welsh-medium schools.</p>	Neutral	Further consideration will be given to how the Policy can better support the authority's ambition as stated in the WESP and a further report will be brought back to Cabinet in Spring 2019.	Unknown
<i>Opportunities to promote the Welsh language</i>	As previous	Neutral	As previous	Unknown
<i>Welsh Language impact on staff</i>	n/a	Choose an item.		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	n/a	Choose an item.		Choose an item.
<b>A more equal Wales:</b> A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
<i>Age</i>	Transport is available to all qualifying learners aged 4-18 accessing provision at their catchment or nearest suitable maintained school or college	Good		Choose an item.

<b>Disability</b>	The Policy makes specific arrangements for learners with disabilities and additional learning needs.	Good		Neutral
<b>Gender reassignment</b>	The Policy provides transport to all learners regardless of gender reassignment	Good		Choose an item.
<b>Marriage or civil partnership</b>	The Policy provides transport to all learners regardless of marriage/civil partnerships	Good		Choose an item.
<b>Race</b>	The Policy provides transport for all learners regardless of race	Good		Choose an item.
<b>Religion or belief</b>	The local authority has a number of denominational schools and transport is provided for learners to these schools, subject to them meeting the qualifying criteria.	Neutral		Choose an item.
<b>Sex</b>	The Policy provides transport to all learners regardless of gender reassignment	Good		Choose an item.
<b>Sexual Orientation</b>	The Policy provides transport to all learners regardless of sexual orientation	Good		Choose an item.
<b>Pregnancy and Maternity</b>	If specific transport is assessed as being required for a learner who is pregnant, this is considered and provided on a case by case basis, taking account of the learner's health and wellbeing	Good		Choose an item.

**Source of Outline Evidence to support judgements**

Home-to-School/College Transport Policy, consultation responses, consultation report

7. How does your proposal impact on the council's other key guiding principles?

Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<b>Sustainable Development Principle (5 ways of working)</b>				
<b>Long Term:</b> Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.	The Schools Service and Corporate Transport regularly review projected learner numbers to scope the long term delivery network	Neutral		Choose an item.
<b>Collaboration:</b> Working with others in a collaborative way to find shared sustainable solutions.	The commissioning of home to school/college transport is undertaken by Corporate Transport and joint school/public service buses are used where available. Work with other partners such as Adult Services and the third sector is being reviewed with a view to developing integrated provision	Neutral	Integrate the commissioning of all transport provision by a single unit	Good
<b>Involvement (including Communication and Engagement):</b> Involving a diversity of the population in the decisions that affect them.	The local authority has established a multi-user group around the provision of transport. The Schools Service has undertaken a county wide consultation on the revised Policy, and has taken account of the responses received in the final version of the Policy.	Good		Choose an item.
<b>Prevention:</b> Understanding the root causes of issues to prevent them from occurring.	The provision of home to school/college transport is a statutory provision under The Learner Travel (Wales) Measure 2008	Neutral		Choose an item.

Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<b>Integration:</b> Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	The commissioning of home to school/college transport is undertaken by the Corporate Transport Unit and joint school/public service buses are used where available. Work with other partners such as Adult Services and the third sector is being reviewed with a view to developing integrated provision	Neutral	Integrate the commissioning of all transport provision by a single unit	Good
<b>Preventing Poverty:</b> Prevention, including helping people into work and mitigating the impact of poverty.	The Policy is provided based on qualifying distance and not wealth. The vacant seat payment charge is waived for learners entitled to FSM	Neutral	At a significant cost the local authority could provide transport on a needs assessed basis for those learners living under the standard qualifying distances	Good
<b>Unpaid Carers:</b> Ensuring that unpaid carers views are sought and taken into account	n/a	Choose an item.		Choose an item.
<b>Safeguarding:</b> Preventing and responding to abuse and neglect of children, young people and adults with health and social care needs who can't protect themselves.	The safeguarding of learners is a priority and risk assessments are undertaken on all pick up points and specific routes. Passenger assistants are provided on special school transport but not routinely on transport going into mainstream schools. Safeguarding (DBS) checks are undertaken by operators on all bus drivers, taxi drivers and passenger assistants every 3 years. CCTV will be installed in certain contract vehicles to ensure the safety of passengers and drivers.	Neutral		Choose an item.
<b>Impact on Powys County Council Workforce</b>	n/a	Choose an item.		Choose an item.
<b>Source of Outline Evidence to support judgements</b>				
The Learner Travel (Wales) Measure 2008 Revised home to school transport Policy Public service transport network information Consultation responses and consultation report				

**Cyngor Sir Powys County Council**  
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8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Low	Low	Low
<b>Mitigation</b>		

9. What are the risks to service delivery or the council following implementation of this proposal?

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
The Policy does not support the authority's ambition for the development of Welsh-medium education, as outlined in the WESP	Medium	Further consideration will be provided to ensuring that the Policy is able to support the authority's ambition for Welsh-medium education as outlined in the WESP and a further report will be brought back for Cabinet to consider in the spring term 2018	Low
	Choose an item.		Choose an item.
	Choose an item.		Choose an item.
<b>Overall judgement (to be included in project risk register)</b>			
Very High Risk	High Risk	Medium Risk	Low Risk
			✓

10. Indicative timetable for actions to deliver change proposal, if approved

Action	Target Date	Outcome	Decisions made
Further work to be carried out on the impact and implications of introducing charges for transport for 16 -19 year olds to schools/college.	Spring 2019	A clearer understanding of the costs and impact of introducing charges for transport for 16 – 19 year olds	
Further consideration to be given to how the Policy can support the authority's ambition for Welsh-medium education, as outlined in the WESP	Spring 2019	A clearer understanding of how the Policy can support the aims of the WESP	
<b>Portfolio Holder decision required</b>	Choose an item.	<b>Date required</b>	
<b>Cabinet decision required</b>	Yes	<b>Date required</b>	Spring term 2019
<b>Council decision required</b>	Choose an item.	<b>Date required</b>	

11. Indicative resource requirements (FTE) – link to Resource Delivery Plan

Support Requirements	2018-19				2019-20				2020-21			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
n/a												

12. Overall Summary and Judgement of this Impact Assessment?

<b>Outline Assessment (to be inserted in cabinet report)</b>	<b>Cabinet Report Reference:</b>	Cabinet Report Home-to-School Transport Policy 18 <sup>th</sup> September 2018
The impact assessment indicates that the approval of a new Home-to-School Transport Policy does not have a negative impact, and that overall the impact is neutral or good.		

13. Is there additional evidence to support the Impact Assessment (IA)?

<b>What additional evidence and data has informed the development of your proposal?</b>
Consultation Summary Report

14. On-going monitoring arrangements?

<b>What arrangements will be put in place to monitor the impact over time?</b>
The Policy will be reviewed as and when required, in line with statutory/ legislative requirements and/or local determination but at least every 3 years
<b>Please state when this Impact Assessment will be reviewed.</b>
When any changes to the Policy are being considered

15. Sign Off

Position	Name	Signature	Date
<b>Impact Assessment Lead:</b>	Rosie Davies		15 <sup>th</sup> August 2018
<b>Head of Service:</b>	Joanna Cassey		15 <sup>th</sup> August 2018
<b>Strategic Director:</b>	Ian Budd		tbc
<b>Portfolio Holder:</b>	Cllr Myfanwy Alexander		tbc

16. Governance

<b>Decision to be made by</b>	Cabinet	<b>Date required</b>	By 18 <sup>th</sup> September 2018
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