**DBS FOI releases to requests made from 1 January 2023 to 31st of March 2023**

If requesting a release from this list, please include both the reference number and subject details.

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| **Case reference** | **Subject** | **Level of information provided** |

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| 2267 | 1. The number of requests for enhanced DBS checks received in each the calendar years 2019, 2020 and 2021 for individuals who had been charged with an offence relating to sexual activity with a child. | None. Section 12 exemption. |
| 2268 | 1. Under what circumstances would a community resolution order be disclosed on an enhanced DBS check?  2. How often, and under what circumstances are community resolution orders for cannabis possession disclosed on an enhanced DBS check?  3. Will a community resolution order appear on an enhanced DBS check once the 3-year retention period has passed? | Full. |
| 2269 | 1. How many staff (as measured by full-time equivalents) do you employ to work on communications? Please include all internal and external communications including work on your website, media queries and social media.  2. What was your communication spending for the financial year 2021/22 and what is the budget for the current communications spending in the current financial year? | Full. |
| 2270 | 1. What finance system do you use? 2. What system do you use to manage and process your staff’s expenses? 3. What is the expense submission & reimbursement process? 4. What is the current approval workflow for expense claims? 5. How long does it take to process one expense claim? 6. What is the current period of reimbursement (from submission) for staff expenses? 7. How many expense claims were made during your last financial year? And what was total value of expense claimed? 8. Can your staff submit expenses remotely? 9. Are staff able to submit claims on their mobile device via a dedicated application? 10. If you are allowed, how are you claiming VAT back on expense claims?  11. What percentage of expense claims are audited? 12. How many full-time-employees (FTEs) do you have processing expense claims? 13. Which department oversees / owns the expense processes/workflows? 14. Who is the named contact within the organisation who owns the expense process? 15. Can Disclosure and Barring Service procure their own services or is it a shared services centre? Invoices 1. What system do you use for managing/processing invoices? 2. What is your current invoice process for handling supplier invoices, from receipt to when it is posted in the ERP/finance system and ready for payment? 3. How many invoices were processed during your last financial year? 4. How many FTEs (full time employees) do you have in your accounts payable team who process invoices? 5. What percentage of invoices were paid late during your last financial year? 6. What is the approval workflow for Invoices? 7. Who is the named contact within the organisation that decides which systems are upgraded each year? 8. Do you use Optical Character Recognition (OCR) to scan invoices? 9. Do you currently have a PO system or a non-PO system? If you use both types – what is the percentage of PO invoices vs. non-PO invoices? 10. Are you claiming VAT on invoices? If so, how are you doing this? 11. Can Disclosure and Barring Service procure their own services or is it a shared services centre? | Partial. Section 40 exemption. |
| 2271 | 1. How many staff (as measured by full-time equivalents) do you employ to work on Equality, Diversity and Inclusion (EDI)?  2. What was your spending on Equality, Diversity & Inclusion (EDI) for the financial year 2021/22 and what is the budget for Equality, Diversity and Inclusion (EDI) in the current financial year?  3. What was your spending on Equality, Diversity & Inclusion (EDI) training for the financial year 2021/22 and what is the budget for Equality, Diversity and Inclusion (EDI) training in the current financial year?  4. How many staff working days do you estimate were lost from regular work due to Equality, Diversity & Inclusion (EDI) training for the financial year 2021/22 and what is your estimate of staff working days that will be lost from regular work due to Equality, Diversity and Inclusion (EDI) training during the current financial year? | Full. |
| 2272 | With reference to the response provided to FOI 2263 - 'Reg. Spend; can you please confirm whether the contract also includes any other services?' | Full. |
| 2273 | Please provide data for the 2022 calendar year showing (i) the number of applications made by people applying to be approved driving instructors, (ii) how many of those disclosures revealed criminal convictions and (iii) a detailed list of the numbers and types of the convictions disclosed. | Full. |
| 2274 | Invalid request for personal information | None. Section 40 exemption. |
| 2275 | The Information Commissioner has received a complaint from the above named individual who says that you have not sent a response to an information request they submitted to your organisation on 27 September 2022.  In connection with this request, within 10 working days, please either:  • Provide a substantive response to this request and copy that response to this office at icocasework@ico.org.uk, or  • Confirm that a response to this request has already been sent and provide a copy of that response to this office. | Full. |
| 2276 | 1. In relation to the last financial year 2021/22 please state (i) the number of cases where a dispute over a disclosure certificate was upheld in favour of the individual, and (ii) the amount paid by the DBS (and/or it predecessor organisations) in relation to redress claims as consolatory and consequential payments? 2. ln the 2021/22 financial year please list the ten biggest individual special payments made by the DBS to compensate people for a delay in processing their certificate. For each case state the amount paid and the amount of the delay. Please provide the total amount paid as special payments/compensation as a result of delays. 3. in the 2021/22 financial year please list the three biggest individual special payments made by the DBS to compensate people for a mistake/error in the details on their certificate. For each case state the amount paid and the nature of the error. Please provide the total amount paid as special payments/compensation as a result of a mistake/error on their certificate. | Full. |
| 2277 | Please could you advise me of the number of people whom the DBS added to both the Vulnerable Adults and Children's Barred List at the same time after the assessment process and not the increase in each list. I also wish from you a copy of the criteria/policy/procedure a DBS caseworker uses, to decide to add someone to both the lists at the same time.   I would like also like copies of the following DBS policy and procedure documentation.  1) Appropriateness and Proportionality. Guidance for consideration of appropriateness and proportionality in the barring decision making process. 2) DBS INT DI 771 Redaction for MTB and ITB Bundles. Guidance to support the redaction of casework material. 3) Board Guidance – Public Confidence. Board Guidance in relation to consideration of Public Confidence. 4) Guide to Northern Ireland Cases. Provides guidance on the two main issues relating to referrals and criminal records checks that are unique to Northern Ireland. 5) Relevant Conduct and Risk of Harm. The aim of this document is to provide DBS staff with additional guidance and interpretation of the Relevant Conduct and Risk of Harm barring powers, as defined in the SVGA. It also provides assistance in identifying Relevant Conduct or Risk of Harm when dealing with casework. | Full. |
| 2278 | Please could I have a copy of the Freedom of Information requested under case reference 2248. | Full. |
| 2279 | Can you provide the number of applications processed and certificates dispatched by a) The age of applicant at the time of submitting the application b) The gender of the applicant c) The ethnicity of the applicant  For the last three years.  Could you also advise how many of these certificates were issued clear or containing information? | Full. |
| 2280 | How many contractual home working requests have been approved between September 2020 and September 2022? Which Government Departments where these from? Who approved these applications? | Full. |
| 2281 | Please may you provide me with:  The number of DBS applications, divided by type (basic, standard, enhanced with and without Adults barring List), and by "Position Applied for", submitted by the ICES Provider Medequip Assistive Technology between the 1th of March 2022 and the 31th of December 2022 included. If not possible to narrow this search on a territorial basis, then even the total volume for the whole country would be fine.  Please provide these Information in digital copy ( preferably an Excel spreadsheet or similar).  If you can identify any way that my request could be refined I would be grateful for any further advice and assistance. If my request is denied in whole or in part, could you please justify all deletions by reference to specific exemptions of the act? | Full. |
| 2282 | I’m currently doing a data gathering exercise on social care applications throughout the UK and wondered if you could please share data regarding the number of DBS applications for those looking to work in adult social care over the last 12 months where the country of residence is outwith the UK or has only been within the UK for less than 1 month. | On hold. |
| 2283 | 1. Contact Centre – target to organisations we know have a CC a. Do you have a customer/ citizen facing contact centre? If not please skip these questions. b. Do you employ and manage your own agents, or do you outsource to a third party? If you outsource who to? c. How many contact centre agents do you have? d. Do agents work from home? Or just your offices? e. Please confirm the manufacturer of your contact centre system(s) that are currently in place? f. When is your contract renewal date? g. Who maintains your contact centre system(s)? 2. CRM a. Do you use a CRM in the contact centre? What platform is used? b. Do you use the same CRM for the rest of the organisation? What platform is used? c. Do you use a knowledge base / knowledge management platform? What platform is used? 3. AI & Automation a. Does your organisation have a customer or citizen facing chatbot? If so, who provides this chatbot technology? b. Does your organisation utilise RPA technology? If so which RPA technology provider do you use? | Full. |
| 2284 | Dear Disclosure and Barring Service, 1. Telephony and UC/ Collaboration a. Please confirm the manufacturer of your telephony system(s) that are currently in place b. When is your contract renewal date? c. Who maintains your telephony system(s)? d. Do you use Unified Communications or Collaboration tools , if so which ones? 2. Microsoft a) What Microsoft 365 licence do you have across the business e.g. E3, E5 b) Which partner looks after your Microsoft tenant? c) Where do you host your applications? Do you have on-premise infrastructure or do you host your applications in public or private cloud? Which? 3. Storage a. Does your organisation use on-premise or cloud storage or both? b. Please confirm the on-premise hardware manufacturer c. Please confirm your cloud storage provider d. What is your annual spend on cloud storage? e. How do you back up your data and with who e.g. Backup as a Service | Partial. Section 31 exemption. |
| 2285 | Connectivity and Network Services a. Who provides your WAN and internet connectivity and the annual spend on each b. Who provides your SIP trunks and what is the annual spend c. Who provides your WAN services, is this MPLS, SD WAN or Internet, and what is the annual spend d. Who provides your LAN infrastructure and what is your annual spend e. Who provides your WIFI infrastructure and what is your annual spend f. Please confirm the manufacturer(s) of your wired network core and edge switching? g. When was your core network installed? h. Has it been updated subsequently? i. Who maintains your core network? j. When is the contract renewal date? k. Please confirm value of the initial project? l. Please confirm the value of annual support/maintenance services (in £)? | Partial. Section 31 exemption. |
| 2286 | I would like the organisation to provide me with the following departmental documents around ICT and corporate procurement. Many organisations within your region have different document title names:  1. 2023/24 IT Department Documents ;- these types of documents have detailed information on the department's future plans and strategies. These documents could include:  ICT Strategy/Plan, ICT Department Plan, ICT Financial Plan  2. ICT Org Chart ;- with names and job titles  3. Corporate Procurement Strategy that covers 2023/24 and more.  For all the documents I have requested, please provide me with the 2023/24 documents, I only want to only receive documents that are live and valid. If the document is a strategic plan (e.g. 2020-2025) that covers a set number of years, please provide me with the 2023 version.  I also require the full version of the documents i have requested, if any parts of the document is missing, please state this in the response   If this cannot be provided, please provide me with information on when this version will be available. | Partial. FOIA Sections 40(2), 21 & 22 exemptions. |
| 2287 | Please could you provide the following information under the freedom of information act covering the last 12 months, or the most recent 12 month period recorded: 1. Has the organisation used agencies to recruit temporary/contractor staff? 1a. If so please confirm the total agency spend on temporary/contractor staff?? 1b. Please provide a breakdown of your answer to question 1a, splitting the spend by job title/specialism  2. Has the organisation used agencies to recruit permanent staff? 2a. If so please confirm the total agency spend on permanent staff? 2b. Please provide a breakdown of your answer to question 2a, splitting the spend by job title/specialism  3. The contact name of the person responsible for dealing with permanent recruitment?  4. The contact name of the person responsible for dealing with temporary/contractor recruitment? | Partial. Section 40 exemption. |
| 2288 | I am writing to make an open government request for all the information to which I am entitled under the Freedom of Information Act 2000.  Please provide a list of any and all contact your organisation and/or staff have had with British American Tobacco, Imperial Brands, Japan Tobacco International, Philip Morris International, as well as any other domestic or transnational tobacco companies or anyone representing the tobacco industry including subsidiaries of tobacco industry.  I would like this information for the period from 1 April 2021 to 20 February 2023.  Contact would primarily include attending or arranging meetings or functions, and responding to correspondence or phone calls.  Please break down the information by: • Tobacco company or representative’s name • Date of contact(s) • Type of contact (meeting, email, letter, phone call, text/app message or video call, e-card or any other form of electronic communication) • Place of contact, if relevant • Purpose of contact • Outcome of contact, including if no action taken  I request that the information be provided electronically. I would be grateful if you could confirm in writing that you have received this request.  If it is not possible to provide the information requested due to the information exceeding the cost of compliance limits identified in Section 12, please provide advice and assistance, under the Section 16 obligations of the Act, as to how I can refine my request. | Data not held. |
| 2289 | The number of DBS applications, divided by type (basic, standard, enhanced with and without Adults barring List), and by "Position Applied for", submitted by the ICES Provider Medequip Assistive Technology between the 1th of February 2010 and the 31th of March 2018 included. If not possible to narrow this search on a territorial basis, then even the total volume for the whole country would be fine.  Please provide these Information in digital copy ( if possible, an Excel spreadsheet or similar).  If you can identify any way that my request could be refined I would be grateful for any further advice and assistance. If my request is denied in whole or in part, could you please justify all deletions by reference to specific exemptions of the act?  I would be grateful if you could confirm in writing that you have received this request . If you have any queries please don't hesitate to contact me via email and I will be very happy to clarify what I am asking for and discuss the request. | Full. |
| 2290 | 1/ The number of referrals made to the barring service by the Hesley Group for employees of The Hesley Group's children's homes and residential special schools (Fullerton House, Wheatley House in Denaby and Wilsic Hall in Wadworth) for the entirety of the period of January 1st 2018 until and including 31st December 2020. Please break down this figure by number of employees of Fullerton House, Wilsic Hall and Wheatley House.  2/ The number of referrals made to the barring service by the Hesley Group for employees of The Hesley Group's children's homes and residential special schools (Fullerton House, Wheatley House in Denaby and Wilsic Hall in Wadworth) for each full month from January 1st 2021 to date.   3/ The number of annual referrals made to the barring service by a) police forces b) Ofsted and c) Doncaster council (including the LADO and Doncaster Children’s Services Trust) Hesley Group for employees of The Hesley Group's children's homes and residential special schools (Fullerton House, Wheatley House in Denaby and Wilsic Hall in Wadworth) from January 1st 2018 to date. | Full. |
| 2291 | 1. Could you provide the number of referrals received by the DBS during every year for the past three years for each barring list, broken down by referral source: • Discretionary • Autobar • Disclosure Information?  2. Could you indicate how many referrals every year for the past three years came from those with a legal duty to refer?  3. Could you also indicate how many of those referrals were investigated each year for the past three years?  4. Could you indicate how many times every year for the past three years did the referred person make representations as part of the barring decision making process?  5. Could you indicate how many of these referrals led to people being added to each barring list every year in the last three years?  6. Could you also indicate how many people were removed from each barring list every year for the last three years? | Full. |
| 2292 | I am making a Freedom of Information request of all Registered Bodies who have been De-registered within the last 4 (four) months.  Could you please provide the following details relating to this enquiry:   1. Name of Registered Body 2. Address of Registered Body 3. Volume at time of de-registration 4. Date of De-registration | Full. |
| 2293 | Can I please request the following case reference responses;  2203 2247 2248 2249 2255 2260 2261 | Full. |
| 2294 | Please can I request a list of the DBS approved brokers, along with the RBs for whom they facilitate their DBS checks/systems (ebulk).   If possible it would be great to understand how many DBS (std & enh) checks are processed by each RB/RUB under their broker provided system also. | Partial. Section 21 exemption. |
| 2295 | I am writing to make a Freedom of Information request regarding a DBS staff member.  Can you please tell me if he/she, is related in any way to the current Director General of the IOPC. | Full. |
| 2296 | 1) If a spent conviction of section 18 or section 20 of Offences Against the Person Act 1861 would show on a basic disclosure?  2) If a spent conviction of section 18 or section 20 of Offences Against the Person Act 1861 would show on an enhanced disclosure?  3) Whether convictions under the Offences Against the Person Act 1861 are 'specified offences' and therefore always disclosed even if spent?  4) Whether someone can apply to have an offence under the Offences Against the Person Act 1861 removed from their DBS? | Partial. Section 21 exemption. |
| 2297 | Occupational Health contract.  The details we require are:  • What are the contractual performance KPI's for this contract?  • Suppliers who applied for inclusion on the contract and were successful & not successful at the PQQ & ITT stages • Actual spend on this contract/framework (and any sub lots), from the start of the contract to the current date • Expected end date of the contract?  • Could you please provide a copy of the service/product specification given to all bidders for when this contract was last advertised?  • Is there an extension clause in the contract and, if so, the duration of the extension?  • Has a decision been made yet on whether the contract is being either extended or renewed?  • Who is the senior officer (outside of procurement) responsible for this contract? | Partial, section 40(2) of FOIA applied. |
| 2300 | I am doing a research project investigating call-off contracts in the public sector. I have identified some potential call-off contracts awarded by the Disclosure & Barring Service, but I can't find details of the framework agreements they were awarded from.   I have attached an Excel file that contains the information I am looking at. The last two columns ("Title of framework used" and "Contracts Finder or TED link of framework agreement") is where I am missing information - please could you fill these in.   Please note that I have identified these contracts as possible call-off contracts, so some of them might not be. Some could be, for instance, procured directly (without being called off from a framework agreement), or could be themselves notices of the establishment of a framework agreement. Therefore I would kindly ask you to specify in these incidences what kind of procurement was used in the "Title of framework used" column.   I have provided the title, description, details of the email contact from the notice, the publication date, and procedure type used to award each potential call-off, as well as a URL link to the call-off in question and a unique reference ID for each potential call-off. Please let me know if there is anything else you need to complete the request.  If you do not feel like this request could be completed in good time, please could you work down the list and do as much of a subset as you can? | Full |
| 2301 | Please provide all information you have on records for me, under the freedom of information act. This includes any certificates issued. I prefer this information via email but post is acceptable too. | Exempt under Section 40(1) (Personal Data) |
| 2302 | • Of the G7 staff on the minimum of the pay scale how many were internally promoted. • How many of the G7 staff on the minimum of the pay scale came from the legacy organisations (CRB / ISA). • How many of the staff on the maximum of the pay scale came from the legacy organisations (CRB / ISA). • What Directorates are the staff on the minimum / maximum of the pay scale from. If this info is not available what is the split between operational / non operational staff. • How many people that were promoted internally have been successful in negotiating a higher salary. • How many of the G7 staff became G7’s as a result of a JEGS exercise and where do they sit on the Pay Award Quartile Table • What is the average salary of those G7’s who were in post prior to 2014. • What is the average salary of those G7’s in post 2014 onwards. • How many G7 pay business cases were put forward for a higher salary prior to 2014. How many were accepted. • How many G7’s came from OGD’s.  • How many G7’s from OGD’s negotiated a higher salary. • How many G7’s from non GD’s negotiated a higher salary. • A breakdown of the Directorates for each Quartile • Average length of service for each Quartile • What are the pay themes from exit interviews over the last 3 years. | Partial. FOIA S40 (2) Exemption |