

WARDS AFFECTED: All

ITEM No

COMMITTEE: Licensing

DATE 6th December 2004

REPORT OF DIRECTOR OF CITY DEVELOPMENT

ADJUSTMENT TO TIME PERIOD FOR ACCEPTANCE OF CRB DISCLOSURES FOR INITIAL APPLICANTS FOR A COMBINED DRIVERS LICENCE

1 SUMMARY

This report requests approval to vary the time limit on the acceptance of CRB disclosures from 1 month to 3 months.

2 RECOMMENDATIONS

It is recommended that Members approve the varying of the time limit for the acceptance of Criminal Record Bureau disclosures for initial applicants for a combined drivers' licence from 1 month to 3 months from the date of issue of the disclosure.

3 BACKGROUND

When applying for a combined drivers licence an initial applicant must obtain an enhanced disclosure from the Criminal Record Bureau. It can take 4 – 6 weeks from submission of the application to receiving the disclosure with a licence not being issued until the disclosure is received. Renewal applicants undergo this check every three years.

Currently an initial applicant for a combined drivers' licence who has received a Criminal Record Bureau disclosure obtained in pursuit of other employment may submit that disclosure, if it is less than one calendar month old, when applying for a combined drivers licence and the disclosure is to the enhanced check level.

People who submit a recent Criminal Record Bureau disclosure in support of their application tend to be applicants who have applied for Taxi drivers licences elsewhere and have decided to change licensing authorities.

This variation would only apply to a small number of initial applicants.

4 PROPOSALS

It is proposed that applicants having obtained a Criminal Record Bureau disclosure to the enhanced level within three calendar months of the submission of a combined drivers' application be allowed to use that disclosure rather than apply to the Criminal Record Bureau for a further disclosure.

5 TIMESCALE FOR IMPLEMENTATION OF PROPOSALS

If Members approve the current variation it is proposed that this would be effective from 1st January 2005.

6 FINANCIAL IMPLICATIONS

None. All applicants pay for their own Criminal Record Bureau disclosures.

7 LEGAL IMPLICATIONS

8 OBSERVATIONS OF OTHER OFFICERS

None

9 EQUAL OPPORTUNITIES IMPLICATIONS

Varying the time period from 1 month to 3 months for acceptance of CRB disclosures will assist in enabling all applicants who have already obtained disclosures to commence employment with the minimum of delay.

10 STRATEGIC AIMS

Discussions with trade representatives indicate that they would be in agreement with any alteration which would result in the application process being shortened.

11* List of background papers other than published works or those disclosing confidential or exempt information

12 Published documents referred to in compiling this report

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