

Section 1. Proposed Additional Private Hire Operators Licence Conditions

Record of Bookings

The operator shall, before the commencement of each journey, record in a manner prescribed by the Council, the following details of each booking:

- name of the individual that responded to the booking request
- name of any individual that dispatched the vehicle

How strongly do you agree or disagree with the proposed changes listed below? *(Please select one option per row)*

Questions	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
Recording the name of the individual that responded to the booking request	13	4	1	1	0
Recording the name of any individual that dispatched the vehicle	13	4	1	1	0

Criminality Checks for Operators

This section is about our proposals for Criminal Checks for Operators. The proposals are:

- A. On application for a new Operator's Licence or renewal of an existing licence, an applicant will submit a Basic Disclosure Certificate issued by the Disclosure & Barring Service.
- B. Where the operator is a corporate entity, each director or partner in that company will be expected to comply with this condition.
- C. Where the operator is a licensed driver with the Council, having already submitted and Enhanced DBS and undergoing 6 monthly checks, will not be required to submit a Basic Disclosure. In this situation, if the operator ceases to be a licensed driver with the Council, this condition must be reinstated with immediate effect.

How strongly do you agree or disagree with the proposals? *(Please select one option per row)*

Questions	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
On application for a new Operator's Licence or renewal of an existing licence, an applicant will submit a Basic Disclosure Certificate issued by the Disclosure & Barring Service.	14	5	0	0	0
Where the operator is a corporate entity, each director or partner in that company will be expected to comply with this condition.	14	4	1	0	0
Where the operator is a licensed driver with the Council, having already submitted and Enhanced DBS and undergoing 6 monthly checks, will not be required to submit a Basic Disclosure. In this situation, if the operator ceases to be a licensed driver with the Council, this condition must be reinstated with immediate effect.	12	3	3	0	1

Booking & Dispatch Staff

We would like your view on the following proposals:

- A. The operator will ensure that booking and dispatch staff undergo a Basic Disclosure check. As such, the operator will maintain an up to date register of all staff that will take bookings or dispatch vehicles and be able to evidence this upon request by the Licensing Authority together with any 'ex-offenders' policy.

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B. If a fare is sub-contracted, the original operator must be able to show that the contracted operator complies with the above condition.

How strongly do you agree or disagree with the following? *(Please select one per row)*

Questions	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
The operator will ensure that booking and dispatch staff undergo a Basic Disclosure check. As such, the operator will maintain an up to date register of all staff that will take bookings or dispatch vehicles and be able to evidence this upon request by the Licensing Authority together with any 'ex-offenders' policy	13	3	0	3	0
If a fare is sub-contracted, the original operator must be able to show that the contracted operator complies with the above condition	13	3	0	1	0

Section 2. Proposed Condition 25 - Hackney Carriage Driver and Private Hire Driver.

Criminality Checks

This section is about our proposals for the Criminality Checks relating to Hackney Carriage Drivers and Private Hire Drivers:

- A. Every new applicant for the grant of a licence shall be subject to an Enhanced Disclosure Check by the Disclosure and Barring Service (DBS). Existing licensed drivers shall be subject to these checks every three years, or as otherwise required by the Council.
- B. Every new applicant and existing driver shall subscribe and maintain a subscription to the DBS On-line Update Service for the duration of the licence.
- C. Drivers shall provide the Council with authority to access records to carry out 6 monthly DBS checks.
- D. Where items A, B & C are not met, a driver will be required to undertake a further enhanced check at an additional cost to the driver

How strongly do you agree or disagree with the following? *(Please select one option per row)*

Questions	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
Drivers shall provide the Council with authority to access records to carry out 6 monthly DBS checks	13	4	0	0	2
Where items A, B & C are not met, a driver will be required to undertake a further enhanced check at an additional cost to the driver	12	1	1	3	2

Proposed Condition 19 - Hackney Carriage Vehicle

Criminality Checks

This section is about our proposals on Criminality Checks relating to Hackney Carriage Vehicles:

- A. On application for a new vehicle Licence or renewal of an existing licence, the proprietor (the company or directors of the company or if a partnership, any or all of the partners) will submit a Basic Disclosure Certificate issued by the Disclosure & Barring Service. Where the proprietor is a licensed driver with the Council, having already submitted an Enhanced DBS and undergoing 6 monthly checks, s/he will not be required to submit a further Basic Disclosure application.
- B. The proprietor shall disclose to the Council in writing within 14 days of the date of receiving or having imposed on them any criminal convictions, cautions, reprimands, warnings, fixed penalty notices, or if they have been made subject to a restorative justice disposal, details of the criminal sanction.
- C. The proprietor shall disclose to the Council in writing within 14 days of the date of being arrested, charged or summonsed for any alleged criminal offence, particulars of the alleged offence(s) and details of the date (if known) and court in which the proceedings are

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pending

How strongly do you agree or disagree with the following? *(Please select one option per row)*

Questions	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
A. On application for a new vehicle Licence or renewal of an existing licence, the proprietor (the company or directors of the company or if a partnership, any or all of the partners) will submit a Basic Disclosure Certificate issued by the Disclosure & Barring Service. Where the proprietor is a licensed driver with the Council, having already submitted an Enhanced DBS and undergoing 6 monthly checks, s/he will not be required to submit a further Basic Disclosure application	13	2	0	2	0
B. The proprietor shall disclose to the Council in writing within 14 days of the date of receiving or having imposed on them any criminal convictions, cautions, reprimands, warnings, fixed penalty notices, or if they have been made subject to a restorative justice disposal, details of the criminal sanction.	14	1	1	2	1
C. The proprietor shall disclose to the Council in writing within 14 days of the date of being arrested, charged or summonsed for any alleged criminal offence, particulars of the alleged offence(s) and details of the date (if known) and court in which the proceedings are pending	14	1	2	2	0

Proposed Condition 18 - Private Hire Vehicle

Criminality Checks

This section is about the proposals for Criminality Checks relating to Private Hire Vehicles:

A. On application for a new vehicle Licence or renewal of an existing licence, the proprietor (the company or directors of the company or if a partnership, any or all of the partners) will submit a Basic Disclosure Certificate issued by the Disclosure & Barring Service (DBS). Where the proprietor is a licensed driver with the Council, having already submitted an Enhanced DBS and undergoing 6 monthly checks, s/he will not be required to submit a further Basic Disclosure application.

B. The proprietor shall disclose to the Council in writing within 14 days of the date of receiving or having imposed on them any criminal convictions, cautions, reprimands, warnings, fixed penalty notices, or if they have been made subject to a restorative justice disposal, details of the criminal sanction.

C. The proprietor shall disclose to the Council in writing within 14 days of the date of being arrested, charged or summonsed for any alleged criminal offence, particulars of the alleged offence and details of the date (if known) and court in which the proceedings are pending.

How strongly do you agree or disagree with the following? *(Please select one)*

Questions	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
On application for a new vehicle Licence or renewal of an existing licence, the proprietor (the company or directors of the company or if a partnership, any or all of the partners) will submit a Basic Disclosure Certificate issued by the Disclosure & Barring Service (DBS). Where the proprietor is a licensed driver with the Council, having already submitted an Enhanced DBS and undergoing 6 monthly checks, s/he will not be required to submit a further Basic Disclosure application	11	5	0	1	1
The proprietor shall disclose to the Council in writing within 14 days of the date of receiving or having imposed on them any criminal convictions, cautions, reprimands, warnings, fixed penalty notices, or if they have been made subject to a restorative justice disposal, details of the criminal sanction	14	2	1	2	0

The proprietor shall disclose to the Council in writing within 14 days of the date of being arrested, charged or summonsed for any alleged criminal offence, particulars of the alleged offence and details of the date (if known) and court in which the proceedings are pending	14	2	1	2	0
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