



Derby City Council

**LICENSING COMMITTEE**  
**8 November 2018**

**ITEM 5**

Report of the Strategic Director of Communities  
and Place

**Driver Medical Examinations and Certificate of Fitness to Drive**

**SUMMARY**

- 1.1 New applicants and existing licensed drivers need to undertake an appropriate medical examination as part of the licensed driver process.
- 1.2 A Certificate of Fitness to Drive is required from an applicant's own General Practitioner. The Certificate must be less than four weeks old at the time of the application.
- 1.3 The trade have requested an extension to this period of time.

**RECOMMENDATION**

- 2.1 To extend the period of time a Certificate of Fitness to Drive is accepted from the current four weeks to twelve weeks prior to the date of the application.

**REASONS FOR RECOMMENDATION**

- 3.1 To provide more time for applicants to secure an appointment with their General Practitioner to meet the requirements of the licensing application process.

**SUPPORTING INFORMATION**

- 4.1 Members will be aware of the need for both new applicants and existing licensed drivers to undertake an appropriate medical examination as part of the licensed driver process.
- 4.2 The level of medical examination changed in July 2017 along with a number of other measures. Applicants are now required to obtain a Certificate of Fitness to Drive from their own General Practitioner that confirms they meet the requirements of the Driver and Vehicle Standards Agency Group 2 medical for vocational drivers. Currently, the Certificate must be less than four weeks old at the time of the application.

- 4.4 At the trade meeting held on 10 October 2018, attendees set out that this four week 'window' was creating difficulties for some drivers being able to secure an appointment with their GP practice in time for their renewal date.
- 4.5 A request was subsequently made for the Council to consider extending this period of time and officers are proposing that this be extended from the current four weeks to twelve weeks.
- 4.6 If agreed, twelve weeks will align with the time period generally used to send out renewal reminder letters to existing licence holders.

<b>OTHER OPTIONS CONSIDERED</b>
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- 5.1 None.

**This report has been approved by the following officers:**

<b>Legal officer</b>	Olu Idowu
<b>Financial officer</b>	-
<b>Human Resources officer</b>	-
<b>Estates/Property officer</b>	-
<b>Service Director(s)</b>	-
<b>Other(s)</b>	Michael Kay

<b>For more information contact:</b>	Sandra Mansell 01332 641931 sandra.mansell@derby.gov.uk
<b>Background papers:</b>	None

**List of appendices:**

Appendix 1 – Implications

<b>IMPLICATIONS</b>
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**Financial and Value for Money**

1.1 None directly arising from the report.

**Legal**

2.1 None directly arising from the report.

**Personnel**

3.1 None directly arising from the report.

**IT**

4.1 None directly arising from the report.

**Equalities Impact**

5.1 None directly arising from the report.

**Health and Safety**

6.1 None directly arising from the report.

**Environmental Sustainability**

7.1 None directly arising from the report.

**Property and Asset Management**

8.1 None directly arising from the report.

**Risk Management and Safeguarding**

9.1 None directly arising from the report.

## **Corporate objectives and priorities for change**

- 10.1 The information set out in this report supports the corporate priorities so the people of Derby **enjoy being safe and feeling safe** and the Council provides **good quality services that meet local needs**.