

SEVENOAKS DISTRICT COUNCIL
'TAXI' LICENSING POLICY ON THE LICENSING OF
EX-OFFENDERS

As an organisation using the Criminal Records Bureau (CRB) Disclosure service to assess applicants' suitability for positions of trust as hackney carriage and private hire driver licence holders the 'Taxi' Licensing Service of the Sevenoaks District Council complies fully with the CRB Code of Practice and undertakes to treat all applicants for licences fairly. It undertakes not to discriminate unfairly against any subject of a Disclosure on the basis of a conviction or other information received.

The 'Taxi' Licensing service of the Sevenoaks District Council is committed to the fair treatment of all applicants for licences, regardless of race, gender, religion, sexual orientation, responsibilities for dependants, age, physical/mental disability or offending background, subject to existing legislation and case law relating to 'taxi' licensing.

We have a written policy on the licensing of ex-offenders. This is incorporated within the 'Taxi' Licensing Policy of the Council as 'Previous Convictions Policy' and is made available to all applicants.

Applications for licences are promoted from a wide range of applicants and licences are granted as required by legislation to those persons considered "fit and proper" to hold them. It is for that requirement that 'enhanced' disclosures are sought and applicants are required to provide details of any criminal record at the beginning of the licensing process.

To ensure a 'fit and proper' person status of a licence applicant we will ask questions regarding any matter disclosed on the Disclosure form. All applications are processed by a person with knowledge to identify and assess the relevance and circumstances of offences disclosed by the Disclosure Procedure.

At interview, or in separate discussions, we ensure that an open minded and measured discussion takes place on the subject of any offences or other matter that might be relevant to the granting of a licence. Failure to reveal information that is directly relevant to the granting of a licence could lead to a licence not being granted.

We make every subject of a CRB Disclosure aware of the existence of the CRB Code of Practice and make a copy available on request.

We undertake to discuss any matter revealed in a Disclosure with the person seeking a licence before any refusal is made.

Having a criminal record will not necessarily bar you from being granted a licence and you are further referred to the 'Convictions Policy' of the 'Taxi' Licensing Policy of the Council.

