



**TO BE UPLOADED TO THE INTERNET BY DEMOCRATIC SERVICES**

<b>Date:</b>  27 <sup>th</sup> March 2020	<b>Ref No:</b> 099
<b>Type of Operational Decision:</b>	
<b>Executive Decision</b> <input type="checkbox"/>	<b>Council Decision</b> <input checked="" type="checkbox"/>
<b>Status:</b> Council For Publication	
<b>Title/Subject matter:</b> Temporary Alternative Disclosure and Barring Check Arrangements from 31 <sup>st</sup> March 2020 to 30 <sup>th</sup> June 2020	
<b>Budget/Strategy/Policy/Compliance</b> – Is the decision:	
(i) within an Approved Budget	✓
(ii) in accordance with Council Policy	✓
<b>Equality Impact Assessment</b> [Does this decision change policy, procedure or working practice or negatively impact on a group of people? <b>If yes</b> – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	
Affects all Current licence Holders of Hackney Carriage/Private Hire Drivers	

**Details of Operational Decision Taken [with reasons]:**


Currently the licensing service require Hackney Carriage and Private Hire Drivers to undertake an enhanced Disclosure and Barring check carried out by the Disclosure and Barring Service. The current process requires a face to face appointment to assist with the verification process at a cost of £59

The licensing service have been contacted by Personnel Checks, who are currently contracted with the service to provide our drive safeguarding courses. They are temporarily offering access to their outsourced DBS service at the heavily reduced price of £49.60 Incl. VAT for authorities who are unable to facilitate DBS checks through their usual method.

Drivers are currently charged £59 for our usual process

Personnel Checks will manage the entire DBS check process online, including ID verification. The webpage to which drivers will be directed will be live on their site shortly. Please note, this is a temporary solution and will only be available for as long as the country is affected by Coronavirus. No contract is required and the process is an arrangement between the driver and the company the service can be used as little or as much as is felt necessary.

Request that approval be given to allow this temporary alternative arrangement for the processing of Disclosure and Barring Checks.

<b>Decision taken by:</b>	<b>Signature:</b>	<b>Date:</b>
Executive Director or Chief/Senior Officer		30/03/2020
<b>Members Consulted [see note 1 below]</b>		
Cabinet Member/Chair		
Lead Member		
Opposition Spokesperson		

**Notes**

1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer considers it necessary to consult with the appropriate Cabinet Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.
2. **This form must not be used for urgent decisions.**