

Committee: Licensing and Environmental Health Committee

Date:
6/1/22

Title: Tender of Taxi Plus to carry out
Driving licence checks and
Enhanced DBS with Multi-check

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Summary

The purpose of this report is to inform Members of the Licensing and Environmental Health Committee of the Council's new preferred service provider for the carrying out of

- Enhanced DBS checks
- Driver Licence checks
- Multichecks of drivers DBS on the update service (phased in all drivers from March 2021)

That company is Taxi Plus [Taxi Licensing Services | TaxiPlus](#)

Financial Implications

There are no cost implications to the Council in agreeing to this. All fees and charges have been incorporated into the proposed fees for 2022- 23

Background Papers

1. The following papers were referred to by the author in the preparation of this report and are available for inspection.

Appendix A – Current Taxi and Private Hire Policy

Appendix B – DBS Multicheck

Appendix C – DfT Standards

Impact

Communication/Consultation	This report is intended to assist members understand the process changes being implemented by officers.
Community Safety	This change is intended to increase public safety and ensure policy is followed
Equalities	N/A
Health and Safety	N/A
Human Rights/Legal Implications	Once voted this document will become live and implemented across the council.
Sustainability	N/A
Ward-specific impacts	N/A
Workforce/Workplace	N/A

Situation

- 1 All drivers are subject to several compliance checks as an aid in determining if they are fit and proper persons to hold a licence. These include
 - DVLA Driving Licence check
 - Enhanced DBS that checks both DBS entries and the two barred lists (child and adult)
- 2 An enhanced DBS is needed at the initial licensing stage by all drivers. They are not mandated to use our provider and can and do use other providers. The current enhanced DBS provider UDC uses does not offer a streamlined service, and is in fact designed for HR use. There are therefore a number of issues with their service, such as no notification when drivers complete their part of the application, plus the payment is also separate and outside the scope of the software. If needed, drivers pay UDC separately for the cost @ £50.07
- 3 The Licensing Committee have previously required that all drivers must sign up to the update service. This was implemented in March 2021, and once registered with the update service, it is automatically done and drivers should not need to carry out an initial enhanced DBS check again, unless a change occurs in their status or they fail to make a payment. Once a driver is on the

update service the Council can check their DBS periodically to see if it has changed using Multi Check. UDC currently do not have this technology, so a company is needed to fulfil this activity – see Appendix B

- 4 The DVLA driving licence check service that the Council uses is similarly not streamlined and there are providers who do provide better service. However once signed up to such a provider, the Council will get regular live updates on drivers' points, licence expiry, address changes etc. There are clear safety benefits of signing up to such a service rather than one check at the start of an issued Taxi or PHV licence. The cost for our current provider for this service is currently incorporated within the drivers' Taxi and PHV licence fee and is £3.50 x 3 years = £10.50
- 5 The Licensing Team have now selected one company to provide a streamlined services to UDC and the Trade. They will provide access to UDC staff to their systems - Taxi Plus.. Taxi Plus are successfully used by Councils around the UK. This service will go live in April 2022 and will
 1. Carry out all DBS Multi checks going forward on all drivers (who have so far signed up to the update service) at a cost to them of £6/year i.e. £18 incorporated in the 3 year driver licence fee
 2. If required, carry out enhanced DBS on drivers on behalf of the Council. Payment will be made direct to Taxi Plus at £55.00.
 3. Carry out live driving licence checks for the duration of the 3-year drivers' licence, again payment to be made direct to Taxi Plus at £12 + VAT
- 6 The above costs have either been incorporated in or removed from the annual fees that you see before you this evening.

Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
2 = Some risk or impact – action may be necessary. There is a need for the council to ensure its policy if	2 = Some risk or impact – action may be necessary. The council may be subject of legal activity such as a Judicial review if their	2 = Some risk or impact – action may be necessary. There is no risk other than through a legal challenge if we have clear policies in place	2 = Some risk or impact – action may be necessary. Clarity by members is required at this point.

followed.	policies are not clear and proportionate		
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1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.