

## **APPENDIX B**

### **STATEMENT OF POLICY ABOUT RELEVANT CONVICTIONS HACKNEY AND PRIVATE HIRE VEHICLE DRIVERS LICENCES**

“When submitting an application for a licence to drive a hackney carriage/private hire vehicle you are requested to declare any convictions you may have. The information you give will be treated in confidence and will only be taken into account in relation to your application. You should be aware that the licensing authority is also empowered in law to check with the Criminal Records Bureau for the existence and content of any criminal record held in the name of an applicant. Information received from the Criminal Records Bureau will be kept in strict confidence while the licensing process takes its course and will be retained for no longer than is necessary. The disclosure of a criminal record or other information will not debar you from gaining a licence unless the authority considers that the conviction renders you unsuitable. In making this decision the authority will consider the nature of the offence, how long ago and what age you were when it was committed, and any other factors which may be relevant. Any applicant refused a driver’s licence on the ground that he/she is not a fit and proper person to hold such a licence has a right of appeal to a Magistrates’ Court.