

## **National Register of Taxi Licence Refusals and Revocations (NR3)**

The licensing authority provides information to the National Register of Taxi Licence Refusals and Revocations (NR3), a mechanism for licensing authorities to share details of individuals who have had a hackney carriage or private hire driver licence revoked, or an application for one refused. This is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the licensing authority – that is, assessing whether an individual is a fit and proper person to hold a hackney carriage or PHV licence.

Where a driver licence is revoked, or an application for one refused, the Council will automatically record this decision on NR3.

All applications for a new driver licence or a driver licence renewal will automatically be checked on the register. If a search of NR3 indicates a match with an applicant, the authority will seek further information about the entry on the register from the authority which recorded it. Any information received as a result of a register search will only be used in respect of the specific application and will not be retained beyond the determination of that application and for the duration of any appeal proceedings.

Any request for further information that is made from another authority will be considered on its own merits, taking into account the data subject's rights and the position and responsibilities of a taxi driver.

The Council will disclose information relating to a revocation or refusal to grant a drivers' licence in accordance with the timescales contained the Council's Guidelines Relating to the Relevance of Criminal convictions (see Appendix H). Where the reason for the refusal to grant or revocation relates to a conviction which is within the timescales determined in those guidelines, the information will be disclosed. Where the reason for refusal to grant or revocation relates to a conviction which is outside the timescales determined in those guidelines, the information will not be disclosed. However, in every case, consideration will be given to the full circumstances of the decision and there may be occasions where information is provided other than in accordance with this policy.

The Council will make and then retain a clear written record of every decision that is made as a result of a request from another authority. This will detail:

- the date the request was received
- the name or names searched
- whether any information was provided
- if information was provided, why it was provided
- if information was not provided, why it was not provided, and
- how and when the decision (and any information) was communicated to the requesting authority.

If you would like to receive copies of the personal data the Council holds about you in connection with licensing services, please email your request to [licensing.team@breckland.gov.uk](mailto:licensing.team@breckland.gov.uk)