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My Ref: FOI5441  
Enquiries to: Information Requests  
E-Mail: [informationrequests@barnsley.gov.uk](mailto:informationrequests@barnsley.gov.uk)

Dear Requester,

**Re: Request for Information – Freedom of Information Act 2000**

I wish to confirm that the council has completed its search for the information which you requested.

The information requested and our findings are as follows: -

**Please provide the following information:**

**1. According to the Council's policies and/or procedures, what is the required frequency for conducting driver licence checks for vocational licence holders?**  
3 months

**2. How many vocational licence holders (e.g. HGV, PCV, or other vocational categories (including C1 and D1 entitlements)) are currently employed by, or drive on behalf of, the Council (including agency drivers)?**

236

**3. Of these vocational licence holders, how many have received a driver licence check within the last three months, in line with the TC statutory document?**

202

**4. How many vocational licence holders have received two or more driver licence checks within the last six months?**

68

**5. How many vocational licence holders have not received a driver licence check for six months or longer?**

34

**6. How many vocational licence holders currently have an expired, suspended, revoked, or otherwise non-compliant licence recorded on Council systems?**

0

**7. Does the Council use an automated or third-party system for driver licence checking (e.g. DVLA mandate checking services)? If so, please state which system is used.**

No

**8. Is responsibility for ensuring licence checks carried out centrally, by Transport Managers or delegated to individual departments or managers?**

Combination of both.

**9. Has the Council identified any non-compliance with its driver licence checking requirements in the last 12 months (for example through audits, internal reviews, or external inspections)? If so, please provide the number of instances identified. See response to question 4 and 5.**

**10. Please provide copies of any current policies, procedures, or guidance documents relating to driver licence checks for vocational drivers.**

Please see attached -

MP003 Driver Licensing

MP004 Driver Declaration Form

MP4A Driver Declaration Form

If you have any queries about this letter, please contact Information Requests Via email.

Please remember to quote the reference number above in any future communications.

If you are unhappy with the way the Directorate has handled your request, you may ask for an internal review. Please clearly mark your correspondence 'Complaint' and address it to:

Barnsley MBC  
Information Requests Team  
PO Box 634  
Barnsley  
S70 9GG  
email: [informationrequests@barnsley.gov.uk](mailto:informationrequests@barnsley.gov.uk)

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: -

Customer Services Team  
Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

Email: <http://www.ico.org.uk/foicomplaints>

Kind regards,

Information Requests Team, Barnsley MBC

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**PO Box 634, Barnsley, South Yorkshire S70 9GG**