

## ESSENTIAL REFERENCE PAPER 'E'

Each application will be considered on its individual merits. Where an application is refused in line with the convictions policy an applicant may appeal that decision to magistrate's court.

### **VIOLENCE AND WEAPON OFFENCES**

Murder	Applications will be <b>refused</b>
Manslaughter	
Manslaughter or culpable homicide while driving	
Grievous bodily harm	
Violent disorder	
Riot	
Malicious wounding or grievous bodily harm which is racially aggravated	
Aggravated burglary	
Terrorism offences	
Any related offences (including aiding, abetting, attempting or conspiring to commit offences) that are similar in gravity to those above or which replace those above	
Arson	Applications will only be considered if a period of at least <b>10 years</b> has passed since conviction, the end of any prison sentence or period 'on licence' (whichever is longest)
Actual bodily harm	
Robbery	
Possession of firearm	
Assault Police	
Resisting arrest	
Any racially aggravated offence against a person or property	
Affray	
Any offence that may be categorised as domestic violence	
Any other Public Order Act offence (harassment, alarm or distress, intentional harassment or fear of provocation of violence)	
Any related offences (including aiding, abetting, attempting or conspiring to commit offences) that are similar in gravity to those above or which replace those above	
Obstruction	Applications will only be considered if a period of at least <b>5 years</b> has passed since conviction, the end of any prison sentence or period 'on licence' (whichever is longest)
Criminal damage	
Common assault	
Any related offences (including aiding, abetting, attempting or conspiring to commit offences) that are similar in gravity to those above or which replace those above	

### VIOLENCE AND WEAPON OFFENCES

Conviction for possession of an offensive weapon or other weapon related offence	Applications will only be considered if a period of at least <b>3 years</b> has passed since conviction, the end of any prison sentence or period 'on licence' (whichever is longest)
A history of two or more (separate) convictions for offences of a violent nature or weapon related offences	Applications will be <b>refused</b>

### SEXUAL OR INDECENCY OFFENCES

Rape	Applications will be <b>refused</b>
Assault by penetration	
Offences involving children or vulnerable adults	
Trafficking, sexual abuse against children and/or vulnerable adults and preparatory offences (as defined within the Sexual Offences Act 2003)	
Making or distributing obscene material	
Possession of indecent photographs depicting child pornography	
Sexual assault	
Indecent assault	
Exploitation of prostitution	
Soliciting (kerb crawling)	
Making obscene/indecent telephone calls	
Indecent exposure	
Any related offences (including aiding, abetting, attempting or conspiring to commit offences) that are similar in gravity to those above or which replace those above	
Applicant is currently on the Sex Offenders Register or any other similar register	

**DISHONESTY**

Theft	Applications will only be considered if a period of at least <b>5 years</b> has passed since conviction, the end of any prison sentence or period 'on licence' (whichever is longest)
Burglary	
Fraud	
Benefit fraud	
Handling or receiving stolen goods	
Forgery	
Conspiracy to defraud	
Obtaining money or property by deception	
Other deception	
Taking a vehicle without consent	
Fare overcharging	
Any related offences (including aiding, abetting, attempting or conspiring to commit offences) that are similar in gravity to those above or which replace those above	

If an applicant is found to have intentionally misled the council, by way of omission or lie as part of the application process.	Application <b>refused</b> or issued licence <b>revoked</b>
--	---

**ALCOHOL AND DRUGS**

Conviction for an offence relating to the supply of illegal/controlled drugs	Applications will be <b>refused</b>
Conviction for possession of illegal/controlled drugs	Applications will only be considered if a period of at least <b>10 years</b> has passed since conviction, the end of any prison sentence or period 'on licence' (whichever is longest)

**DRIVING OFFENCES INVOLVING THE LOSS OF LIFE (Do not apply to operators)**

Causing death by dangerous driving	Applications will be <b>refused</b>
Causing death by careless driving whilst under the influence of drink or drugs	
Causing death by dangerous driving	
Causing death by driving: unlicensed, disqualified or uninsured driver	
Any related offences (including aiding, abetting, attempting or conspiring to commit offences) that are similar in gravity to those above or which replace those above	

**OTHER TRAFFIC OFFENCES (Do not apply to operators)**

Minor traffic offences	Will be considered but will not normally result in an application being <b>refused</b> .
Major traffic offences (one)	At least <b>1 year</b> free of any other driving conviction (either major or minor)
Major traffic offences (two or more)	At least <b>2 years</b> free of any other driving conviction (either major or minor)
Disqualification	At least <b>2 years</b> free of any other driving conviction (either major or minor) starting from the date the drivers licence is restored
New applicant with 7 or more points on their DVLA licence	Application <b>refused</b>
Existing licensed driver who accumulates 9 or more points on their DVLA licence	6 weeks to pass DVSA driving test or licence <b>suspended</b> until successfully completed.
12 or more points on the DVLA licence	Application <b>refused</b> or driver licence <b>revoked</b> .

**OUTSTANDING CHARGES AND SUMMONSES**

New applicant is subject to an outstanding charge or summons	Application <b>suspended</b> until the matter is resolved.
--	--

**LICENSING OFFENCES**

Illegal Plying for hire	Applications will only be considered if a period of at least <b>3 years</b> has passed since conviction
Overcharging	
Refusing to carry a person with a disability or assistance dog	

**INSURANCE OFFENCES**

Any insurance offence	Applications will only be considered if a period of at least <b>3 years</b> has passed since conviction, the end of any prison sentence or period 'on licence' (whichever is longest)
-----------------------	---