

**BYELAW 3 PERMIT WAITING LIST**

**Purpose: Update Members.**

**Background**

As reported at the September Authority meeting under the general data protection regulation GDPR there is a requirement that the Authority keeps up to date records of stakeholders, this is of particular importance with permit holders who we hold more data on record than that of other stakeholders.

Officers must therefore communicate effectively and regularly with Byelaw 3 permit holders and indeed those on the waiting list to confirm details. Currently the byelaw 3 waiting list has 249 persons listed, historically many of these were added simply by phoning the office or emailing requesting to be added. In the last few years stakeholders have been asked to fill in an application form. Due to the permit scheme having the maximum number of permit holders at 150 there is now a limit of new entrants based on how many holders (up to 20) decide not to renew. If no permit holders surrender their permit at the end of the year then no new permits can be issued.

**Waiting list Review**

Officers are through the coming months going to write to all permit holders requesting they fill out a Byelaw 3 waiting list application form, therefore confirming their intention to stay on the list. In filling out the form the applicant will be asked to confirm their address, contact details and eligibility to work in the UK. If those on the list do not respond to this exercise within a set period of time they will be removed.

Officers have researched if a cap on the waiting list cap could be introduced but this is not legally possible.

**Introduction of young persons**

Officers are aware of the interest of members and stakeholders into the introduction of young people into the permit scheme. Many of the issues surrounding this were discussed during the drafting of the current byelaw and a major step forward was made in allowing those aged 12 and above to be introduced to the waiting list and wait at the top when they reach 16 years of age.

Officers have been revisiting this issue and are investigating if during the review of the byelaw there could be further amendments made to introduce young persons to the industry. It is hoped that the approach to conducting a GDPR exercise on the waiting list may reduce some numbers.

**Head of Enforcement – Joseph Moulton October 2023**

