



Email to: request-424289-94ab65c1@whatdotheyknow.com

6 September 2017

Dear Mr Stacey

FOI reference 1586

I note your request for information was as follows:

For each of the last 5 financial years, in relation to standard and enhanced DBS checks, I would like to know the following (please see supplementary notes at the bottom:

1. The total number of checks per year
2. The number of checks that included a caution and/or conviction
3. The number of checks that included a caution and/or conviction where the caution/conviction was given to the individual when they were aged:
 - a. 10
 - b. 11
 - c. 12
 - d. 13
 - e. 14
 - f. 15
 - g. 16
 - h. 17
 - i. 18
 - j. 19
 - k. 20
 - l. 21
 - m. 22
 - n. 23
 - o. 24
 - p. 25
4. The number of checks that were carried out where the applicant was the following age at the time of the check

- a. 10
- b. 11
- c. 12
- d. 13
- e. 14
- f. 15
- g. 16
- h. 17
- i. 18
- j. 19
- k. 20
- l. 21
- m. 22
- n. 23
- o. 24
- p. 25

5. The number of checks that included a caution and/or conviction where the applicant was the following age at the time of the check

- a. 10
- b. 11
- c. 12
- d. 13
- e. 14
- f. 15
- g. 16
- h. 17
- i. 18
- j. 19
- k. 20
- l. 21
- m. 22
- n. 23
- o. 24
- p. 25

6. The number of checks that included a caution and/or conviction that the applicant had received when they were under 18 years old and the caution/conviction was, at the time of application:

- a. In the last 2 years
- b. Over 2 years ago but less than or equal to 5 years ago
- c. Over 5 years ago but less than or equal to 10 years ago
- d. Over 10 years ago but less than or equal to 15 years ago
- e. Over 15 years ago but less than or equal to 20 years ago
- f. Over 20 years ago but less than or equal to 25 years ago
- g. Over 25 years ago but less than or equal to 30 years ago
- h. Over 30 years ago

7. The number of checks that included a caution or conviction that the applicant had received when they between the ages of 18 and 25 years old (inclusive) and the caution/conviction was, at the time of application:

- a. In the last 2 years
- b. Over 2 years ago but less than or equal to 5 years ago
- c. Over 5 years ago but less than or equal to 10 years ago

- d. Over 10 years ago but less than or equal to 15 years ago
- e. Over 15 years ago but less than or equal to 20 years ago
- f. Over 20 years ago but less than or equal to 25 years ago
- g. Over 25 years ago but less than or equal to 30 years ago
- h. Over 30 years ago

Notes on questions

1. In breaking down the numbers of checks where a caution and/or a conviction is included, can you provide figures for:
 - a. Just cautions
 - b. Just convictions
 - c. Both cautions and convictions
 - d. Total number of checks with caution/conviction included
2. In breaking down the figures, I'd also like to know the numbers relating to each question that involved males/females
3. For questions 3,4 and 5, if the individual age breakdown is not possible, or if this would take the request over the prescribed time/cost limit, please revert back to me to consider particular groupings.

Response

Please find attached a spreadsheet providing the information you have requested for each of the last 5 financial years.

Please note that the answer to question 2 does not exactly match the data presented on disclosure content summary (issued through the publication scheme) on the DBS website. The 213 remaining records for the year 2016-17 required an amount of work that would have incurred disproportionate costs therefore Section 12(1) of the Act is engaged to the 213 remaining records.

Please note the following with regards to the information provided:

- The Disclosure and Barring Service (DBS) does not own the Police National Computer (PNC) record of convictions and cautions. The system held by DBS is known as a PNC Extract which is used for matching the applicant's details against a record. The extract contains basic identifying details such as name and date of birth of persons included on the PNC. The extract does not contain any conviction information. The police both own and maintain all information contained on the PNC.
- The same applicant may have submitted more than one application in the specified time period.
- An applicant may have more than one offence on their certificate.
- DBS is unable to confirm if any of the individuals were employed as a result of information being included on a certificate as the DBS has no involvement in any recruitment decision made. The recruitment decision is made by the employer or other body.
- A process of filtering certain older and minor convictions and cautions from inclusion on DBS certificates was introduced on 29 May 2013; therefore certain offences may no longer appear on a certificate if the filtering criteria are met.

- Not only is it an offence to knowingly employ a person barred by the DBS, it is also an offence for a barred person to work or even apply to work with the vulnerable group from which they have been barred.
- You may wish to view our [factsheet](#) on our referral and barring decision making process which is available to view on our website.

Your right to request an internal review under the Freedom of Information Act

If you are dissatisfied with our response or our handling of your FOI request, you may request an internal review by e-mailing dbsfoi@dbs.gsi.gov.uk or by writing to Freedom of Information Manager, Disclosure and Barring Service, PO Box 165, L69 3JD. You should submit any request for review within two months of the date of this letter.

In all possible circumstances, the Disclosure and Barring Service will aim to respond to your request for review within 20 working days and in any case no longer than 40 working days.

If you are not content with the outcome of the internal review you may apply directly to the Information Commissioner's Office for a decision. Generally the Commissioner cannot make a decision unless you have exhausted our own complaints procedure. The Information Commissioner can be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow Cheshire SK9 5AF www.ico.org.uk.

I hope this information is of assistance.

Yours sincerely

Ian Johnston
Director for Operations (Disclosure)

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