

Statement of Administrative Sources

Office of the Traffic Commissioner/Driver and Vehicle Standards Agency: Operator Licence Database

Collection

The Office of the Traffic Commissioner (OTC) is a governmental regulatory body, appointed by the Secretary of State for Transport which has responsibility for the licensing of the operators of heavy goods vehicles (HGVs) and of buses and coaches (public service vehicles or PSVs); the registration of local bus services; and regulatory action against drivers of HGVs and PSVs. There are seven traffic commissioners in GB who are responsible for 8 regions of GB.

The OTC maintains records of when licences were granted, who they were granted to, what type of licence was granted and when it expired and as such these records provide a list of all operators registered to operate an HGV.

Administrative support to the OTC is provided by the Driver and Vehicle Standards Agency (DVSA) who maintain the licencing records database. Any changes to the licences e.g. change of operators address, licence status and license dates are logged on the database.

Application

The database is used by the DVSA for operational monitoring of when licences were granted, who they were granted to, what type of licence was granted and when it expired and as such these records provide a list of all operators registered to operate an HGV.

Access and dissemination

An extract of the database is provided to the Freight Statistics team at DfT on a monthly basis. Each record within the extract is a record of historic and current licences held by each haulier. This is used to maintain a list of freight hauliers currently permitted to carry out international operations.

The OTC make publically available a similar version of the database on Data.gov.uk which is refreshed every Sunday evening. This can be found at:

<https://data.gov.uk/dataset/traffic-commissioners-goods-and-public-service-vehicle-operator-licence-records>

The freight statistics team also have access to an online version of the Operator Licence Database allowing them to conduct checks on the registered address of the operator etc.

Non-statistical publication

None by the Department or DVSA.

Statistical publication

Road Freight Statistics

Traffic Commissioner Annual Report

Synergies

No direct statistics are produced by DfT on the data provided, it is used to maintain an up-to-date list of road freight hauliers currently permitted to carry out international operations.

Security / data protection arrangements

An extract, in Excel format, of the Operator Licence Database is e-mailed to DfT on a monthly basis. This is stored on a secure internal network drive that is only accessible to members of the road freight team. This extract contains the registered name and address of the HGV operator all of which is publically available on Data.gov.uk.

Statistical end products

Road Freight Statistics - annual

(<https://www.gov.uk/government/collections/road-freight-domestic-and-international-statistics>)

Published by the Road Freight Statistics Branch, Department for Transport.

Contact point: Paul McEvoy, Zone 3/28 Great Minster House, 33 Horseferry Road, London SW1P 4DR. Tel: 020 7944 5235. Email: roadfreight.stats@dft.gsi.gov.uk

Traffic Commissioner Annual Report – annual

(<https://www.gov.uk/government/collections/traffic-commissioners-annual-reports>)

Published by the Traffic Commissioners for Great Britain.

Contact point: Kabir Majid (Licensing statistics), Central Licensing Office, Hillcrest House, 386 Harehills Lane, Leeds, LS9 6NF. Tel: 0113 254 3280. Email: kabir.majid@otc.gsi.gov.uk

Contact points in relation to other aspects of the OTC report, can be found in the back of the OTC publication in the contacts section:

<https://www.gov.uk/government/collections/traffic-commissioners-annual-reports>

Administrative / management source or system

Title: Operator Licence Database

Owner: Data owned by OTC and administered by DVSA

Purpose of database: For the operational management and licensing of firms to carry out HGV operations both domestically and internationally.

Unit of inquiry: Company/Business

Intend coverage: 100%

Completeness: 100%

Geographical coverage: United Kingdom

Lowest level of geographical coverage: N/A (each record has the associated postcode of the haulier and these can be used to attach various geographical categories)

Extent to which statistical end-producers can influence the system: DfT statistics can only influence what is collected where there are statutory reporting duties.

Data definitions used: No coding schemes are used within the data extract.

Classification systems used: No coding schemes are used within the data extract.

Periodicity / timing: Original DVSA database updated on a daily basis. DfT holds snapshots as at the beginning of each month.

Validation procedures: Checks are carried out on application for a road haulage licence and a roadside enforcement regime carried out by DVSA traffic officers is in place to ensure adherence to licencing terms.

Access arrangements: OTC and DVSA have internal access for operational and enforcement purposes. DfT receives a copy of the database on a monthly basis.

Dissemination procedures: The Department has a publication calendar for announcing publication dates in advance.

Timing of release: Snapshots of the database are provided to DfT at the beginning of each month. DfT statistics releases are produced on a quarterly (summary figures) and annual (full report) basis.

Nature of changes to the system which can impact on the statistics: There are no plans to change definitions or classifications. Changes to the licensing regime could result in changes in the output statistics.

Change process

OTC can change definitions and what is recorded, however much of the information will be needed by legislation and to permit driving through the EU.

The subsequent statistical production process

Validation procedures: Manual validation of data is carried out by road freight statistics staff as new road freight hauliers are identified.

Quality assessment: See road freight statistics, Quality Assurance of Admin Data document

Periodicity of release: Road Freight Statistics – quarterly and annual

Potential impact of changes: The system may be changed to reflect changes in UK law or EC requirements. The impact of the changes would depend on their nature e.g. cessation of licences would mean reviewing how the population is sampled.

Mitigation of discontinuities: Any significant changes to the HGV licencing regime may affect the suitability of this data-set to identify hauliers authorised to carry out international road haulage activities. Alternative data-sets would need to be explored. We would work with the OTC to discuss the impact of any changes and seek to mitigate their impact as far as is possible.

Last updated: November 2016