

**EXPLANATORY MEMORANDUM TO**  
**THE IDENTITY CARDS ACT 2006 (CIVIL PENALTIES)**  
**REGULATIONS 2009**

**2009 No. 2571**

1. This Explanatory Memorandum has been prepared by the Home Office and the Identity and Passport Service and is laid before Parliament by Command of Her Majesty.
2. **Purpose of the Instrument**
  - 2.1 These Regulations outline how a civil penalty will be served, how an objection to that penalty can be made by the individual, and how that individual will be notified of the outcome of that objection.
3. **Matters of special interest to the Joint Committee on Statutory Instruments**
  - 3.1 None.
4. **Legislative Context**
  - 4.1 The Identity Cards Act 2006 (“the Act”) received Royal Assent on 30<sup>th</sup> of March 2006. This instrument, together with a further eight, will be the first set of orders and regulations made under the Act.
  - 4.2 Five instruments subject to the affirmative resolution procedure were laid before Parliament in May and June 2009 and were affirmed in July 2009. They are as follows:
    - The Identity Cards Act 2006 (Application and Issue of ID Card and Notification of Changes) Regulations 2009, which prescribe various matters in relation to applications for entry on the National Identity Register, applications for an ID card and notification of changes and make provision in relation to place of residence.
    - The Identity Cards Act 2006 (Prescribed Information) Regulations 2009, which prescribe information that must be recorded on an ID card or an identification card and other prescribed requirements and facts.
    - The Identity Cards Act 2006 (Information and Code of Practice on Penalties) Order 2009, which prescribes organisations that may be required to provide information to verify information held on the National Identity Register or provided in an application to be entered on Register, as well as the public authorities that may be provided with information from the Register without the consent of the individual to whom the record relates. It also sets out an additional purpose for which a chief officer of the police may be provided with information from the Register and specifies when the Code of Practice on Civil Penalties comes into force.
    - The Identity Cards Act 2006 (Provision of Information without Consent) Regulations 2009, which prescribes the Government

departments which may be provided with information in connection with specified functions, as well as who may be provided with information on behalf of those named on the face of the Act, as well as the conditions that must be met before information is provided.

- The Identity Cards Act 2006 (Fees) Regulations 2009 which prescribe the fees to be paid in relation to an application for an ID card or to be registered in the Register.

4.3 A further instrument subject to the affirmative resolution was laid before Parliament in May 2009 but was subsequently withdrawn in line with the Home Secretary's announcement that the rollout of identity cards to British citizens should occur on an entirely voluntary basis. The Identity Cards Act 2006 (Designation) Order 2009, which would have designated "a criminal conviction certificate" applied for by airside workers, would have meant that certain airside workers would have been required to apply for an ID card when they apply for such certificates.

4.4 Three other instruments subject to the negative resolution procedure will be laid before Parliament in September 2009. They are as follows:

- The Identity Cards Act 2006 (Entitlement to be Registered) Regulations 2009, which prescribe, in addition to those specified in section 2 of the Identity Cards Act, those people who are entitled to be registered on the National Identity Register.
- The Identity Cards Act 2006 (National Identity Registration Number) Regulations 2009 prescribe requirements relating to the format of the National Identity Registration Number and the process by which that number is allocated to an entry made in the National Identity Register.
- The Identity Cards Act 2006 (Provision of Information with Consent) Regulations 2009, which prescribe the way that consent may be given and the particulars that must be provided before any organisation can be approved as suitable for the provision of information with consent, as well as the conditions that must be met before information can be provided.

4.5 These instruments will enable the first phase of the National Identity Service to be implemented, which will involve a limited initial rollout to a number of volunteers from the general public and selected airside workers, starting with those at Manchester and London City airports. Section 44(4)(a) of the Act allows for provisions to be brought into force on different days in relation to different areas or description of persons. The rollout to the relevant descriptions of persons will be implemented by means of commencement orders that will be laid as the rollout of the Service progresses. It is intended that commencement orders will be laid during 2009 to enable a short operational trialling period, followed by the launch of the Service to members of the public resident in Greater Manchester as well as to airside workers in the aforementioned airports. This rollout will then extend to other volunteers across the North West in 2010.

4.6 The instruments relate only to provisions for those who are British

citizens, British subjects with right of abode in the United Kingdom or EEA nationals. Provisions to issue biometric immigration documents (commonly known as Identity Cards for Foreign Nationals) are made under the United Kingdom Borders Act 2007.

## **5. Territorial Extent and Application**

5.1 This instrument applies to all of the United Kingdom.

## **6. European Convention on Human Rights**

6.1 The Parliamentary Undersecretary of State, Home Office, Lord Brett has made the following statement regarding Human Rights: “In my view the provisions of the Identity Cards Act 2006 (National Identity Registration Number) Regulations 2009 are compatible with the Convention rights.”

## **7. Policy background**

### **What is being done and why**

7.1 The Act establishes a statutory framework for issuing fingerprint biometric ID cards together with the creation of a secure and reliable National Identity Register to hold the identity information about individuals in the United Kingdom. This is as part of what is now termed the National Identity Service and will lead eventually to a point at which anyone who is aged 16 or over and is resident in the United Kingdom may apply for an ID card.

7.2 The Act sets out the statutory purposes for the establishment of a National Identity Register and the issue of identity cards. In summary, these are to provide a convenient method for individuals to prove their identity to anyone who reasonably requires proof and, at the same time, to provide a secure and reliable method for people to be identified wherever that is necessary in the public interest – that is:–

- in the interests of national security;
- for the prevention or detection of crime;
- for the enforcement of immigration controls or controls on illegal working;
- to secure the more efficient and effective delivery of public services.

7.3 The National Identity Scheme Delivery Plan 2008, published in March 2008 (see: <http://www.ips.gov.uk/identity/downloads/national-identity-scheme-delivery-2008.pdf>) set out the plans for introducing identity cards. This included the introduction of Identity Cards for Foreign Nationals which started from November 2008 under separate powers contained in the UK Borders Act 2007 (see: [http://www.opsi.gov.uk/acts/acts2007/pdf/ukpga\\_20070030\\_en.pdf](http://www.opsi.gov.uk/acts/acts2007/pdf/ukpga_20070030_en.pdf)).

7.4 The Delivery Plan also made clear that the first identity cards issued to British citizens and European Economic Area nationals would be issued by the

Home Office Identity and Passport Service under the Identity Cards Act 2006, starting in autumn 2009 after an operational trialling period. These will be initially issued to those resident in Greater Manchester as well as to airside workers in Manchester and London City airports. This rollout will then extend to other volunteers across north-west England in 2010. Finally, from 2012, identity cards will be issued in high volumes alongside passports with applicants being enrolled on the National Identity Register and being given the option of a passport or identity card or both documents. In his statement to the House of Commons on the 30<sup>th</sup> of June 2009, the Home Secretary stated that the issue of identity cards would occur on a voluntary basis for all stages of this rollout (see:

<http://services.parliament.uk/hansard/Commons/ByDate/20090630/writtenministerialstatements/part005.html>)

7.5 The Act requires the Secretary of State to issue a code of practice detailing the operation of the civil penalty regime. (see: [http://www.ips.gov.uk/cps/files/ips/live/assets/documents/code\\_practice\\_civil\\_penalties\\_2009.pdf](http://www.ips.gov.uk/cps/files/ips/live/assets/documents/code_practice_civil_penalties_2009.pdf)). The Civil Penalty regime establishes a mechanism to deliver a proportionate means of ensuring those who have successfully applied to be on the National Identity Register update any changes affecting the accuracy of their records and surrender their identity card when required to do so. A failure to comply with these requirements may lead to the issue of a civil penalty. A penalty will only be issued after a warning letter has been sent to the individual, and will initially be levied at £125, rising to a maximum of £1000, although the actual amount imposed may be lowered in light of extenuating circumstances. Compliance with the requirement at any stage in the proceedings will normally result in the penalty cancelled.

7.6 Regulation 2 sets out the methods by which the Identity and Passport Service may serve a notice of a civil penalty in accordance with the Code of Practice on Civil Penalties.

7.6 Regulation 3 details the methods under which the individual in receipt of the penalty can object to it. The objection must be lodged on a specified form. This form will be available for collection from any Identity and Passport Service office which accepts applications for passports or identity cards, or by telephoning the card enquiries number shown on the reverse of the card.

7.7 Regulation 4 explains that the objection must be raised within 30 days of the penalty notice being received by the individual who is the subject of that penalty.

7.8 Regulation 5 explains that IPS will respond to the objection in a manner specified in regulation 5(1) within 30 days of when the notice of the objection has been received.

## **Consolidation**

This statutory instrument does not consolidate any previous orders or regulations.

### **8. Consultation Outcome**

8.1 A draft of these Regulations and Code of Practice formed part of the 12 week consultation on draft secondary legislation under the Identity Cards Act which was contained in the document "Identity Cards Act Secondary Legislation – a Consultation", published on 21<sup>st</sup> November 2008. (see: [http://www.ips.gov.uk/identity/downloads/NIS\\_Legislation.pdf](http://www.ips.gov.uk/identity/downloads/NIS_Legislation.pdf)).

8.2 No substantive comments on these regulations were received as part of the consultation and no amendments have been made as a result of the process.

8.3 A summary of the consultation has been published and placed on the Identity and Passport Service website (at <http://www.ips.gov.uk/identity/index.asp>).

### **9. Guidance**

9.1 Guidance on the requirements that the operation of the civil penalties regime will be provided to staff who are responsible for the enforcing that regime.

### **10. Impact**

10.1 An Impact Assessment has been published to cover the regulatory and other impacts of the secondary legislation currently proposed under the Identity Cards Act including this Order (at <http://www.ips.gov.uk/identity/index.asp>). This Impact Assessment examines the impact on the public, private and third sectors.

10.2 The Impact Assessment includes 3 separate sections – Costs and Benefits, Equality, and Other Reviews (including competition, small firms, legal aid, sustainable development, rural proofing and privacy).

- The Costs and Benefits assessment concludes that the introduction of identity cards and the roll out of the National Identity Service will return a net benefit of £6 billion over a 30 year period.
- The Equality assessment focuses on the impact on people who will be affected by the natal introductory phases of the National Identity Service in relation to race, gender, gender identity, religion or belief, sexual orientation and age.
- The Other Reviews concluded that there was little additional impact. The privacy review acknowledged concerns expressed and set out

safeguards that are in place or will be put in place to address those concerns.

**11. Regulating small business**

11.1 These regulations do not apply directly to businesses.

**12. Monitoring and review**

12.1 During the first eighteen months following commencement the Government will evaluate the arrangements that have been put to support the administration of the Civil Penalties Regime. The Identity Commissioner will have responsibility for oversight of the arrangements maintained to carry out the functions under the Identity Cards Act more generally.

**13. Contact**

13.1 James Fogg at the Home Office, Identity and Passport Service, Tel:020 7035 8020 or email: james.fogg@ips.gsi.gov.uk can answer any queries regarding the instrument.