



MONTHLY PERFORMANCE REPORT

January 2025

Service Achievements – Disclosures January 2025

AccessNI processed 13,280 disclosure certificates. Information was disclosed on 634 certificates¹.

Type	Number processed	Information disclosed
Basic	1,818	54
Basic RB	1,875	45
Standard	525	83
Enhanced	9,062	452

This month AccessNI achieved against our performance targets:-

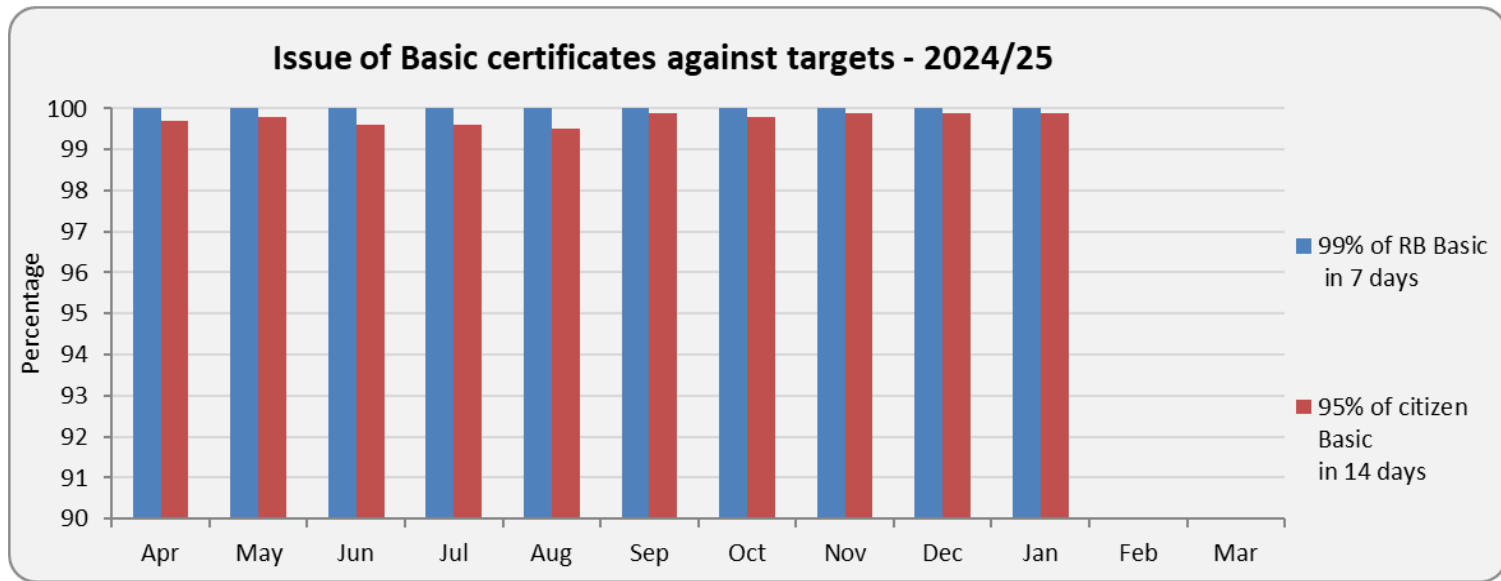
Target	Achieved	Average days to issue
99% of Basics countersigned by RB issued within 7 days	100%	1 day
95% of Basics applied for by citizen issued within 14 days	99.9%	1 day
99% of Standards issued within 7 days	100%	1 day
70% of Enhanced issued within 10 days	87.4%	4 days
95% of Enhanced issued within 21 days	97.6%	
98% of Enhanced issued within 28 days	98.7%	

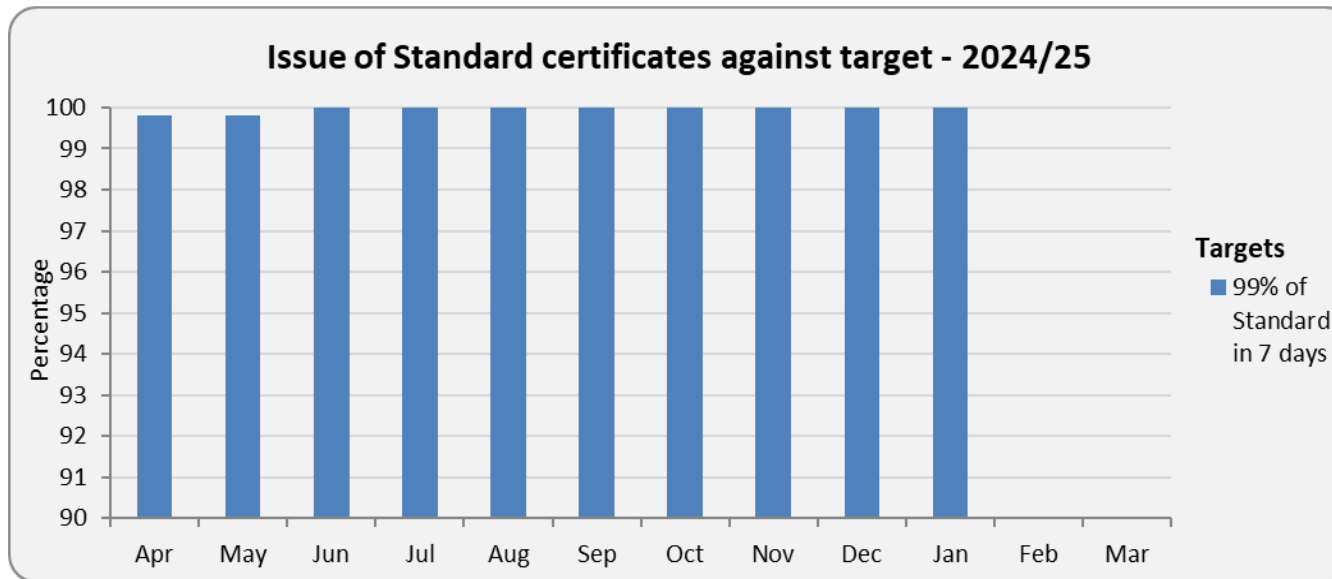
¹ The information disclosed number can include cases processed before January 2025 but which have been printed and issued in that month.

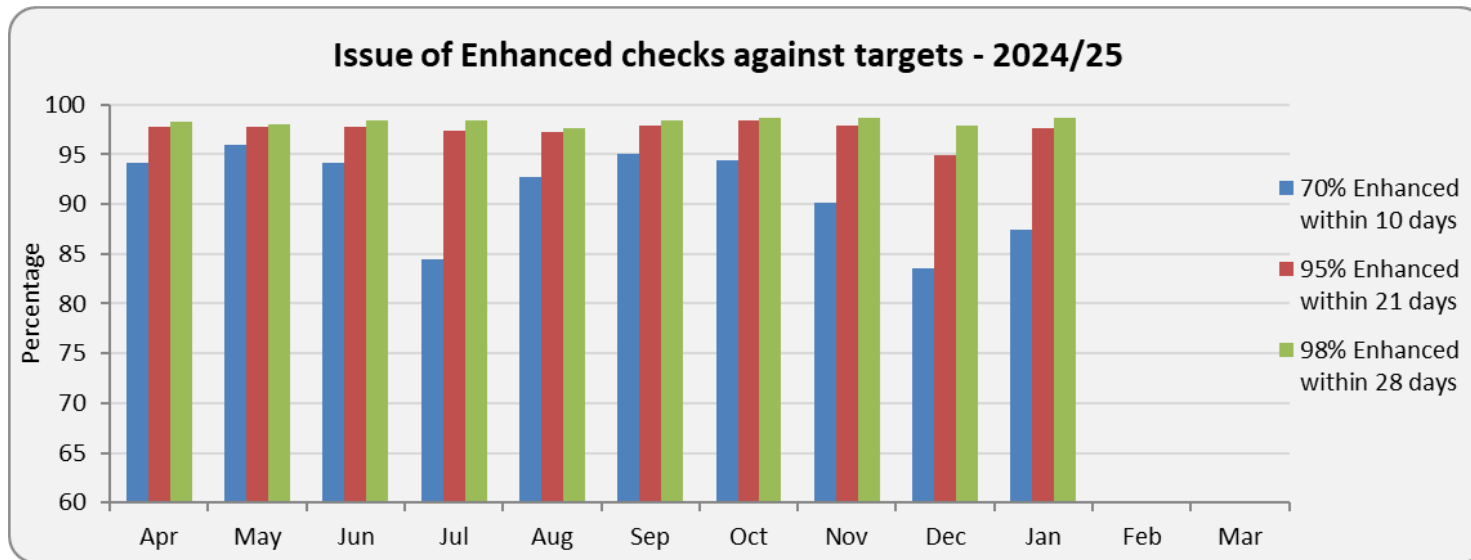
This month AccessNI also:-

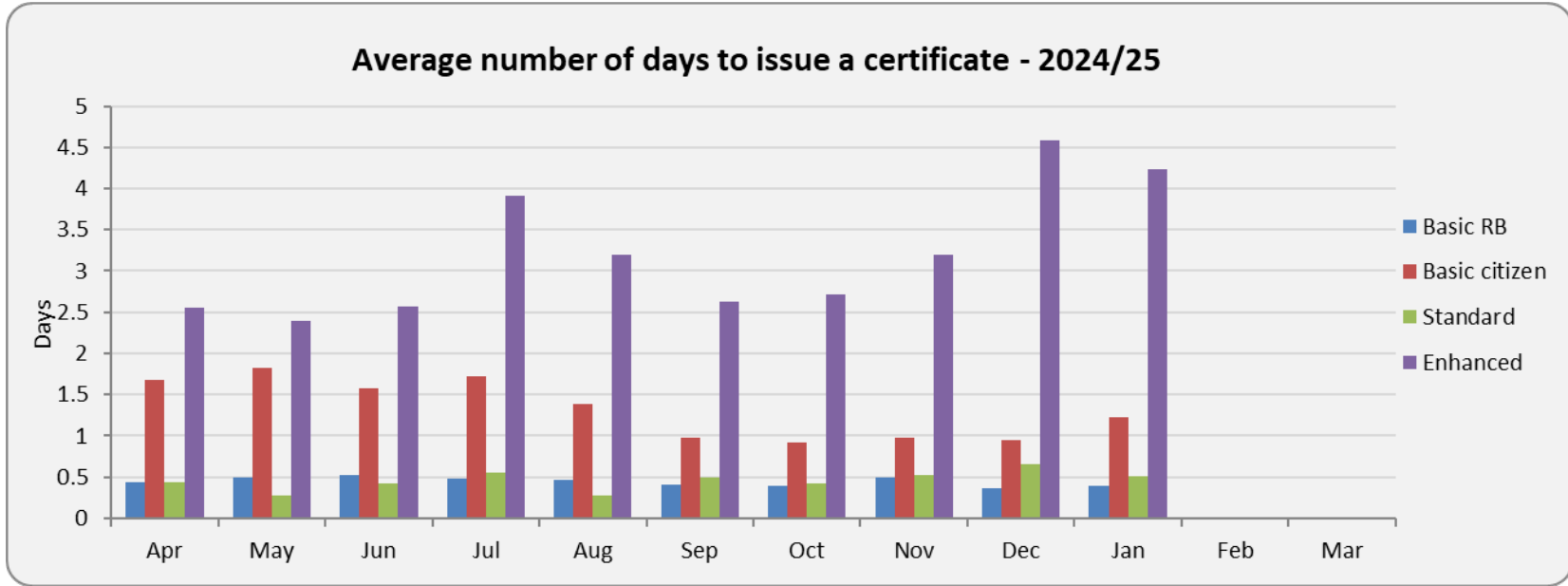
- Issued 60.6% of certificates by digital means, and 39.4% by paper;
- Filtered 494 old and minor offences from Standard and Enhanced certificates;
- Made 59 auto-referrals of certificates with criminal record information to the Independent Reviewer;
- Referred 13 requests from applicants to have the criminal record information on their certificate reviewed by the Independent Reviewer;
- Made 141 referrals to the UK Central Authority for the exchange of criminal record information in respect of EU nationals seeking to work with children in Northern Ireland;
- There were no substantive disputes about criminal record information disclosed on certificates;
- Referred 2,597 applications for Enhanced certificates to PSNI and 576 to other police forces across the UK to find out if those forces had relevant information about the applicant that ought to be included on the disclosure certificate. PSNI made 14 disclosures of information and other police forces made 1 disclosure of information for inclusion in AccessNI certificates; and
- Made 19 compliance “visits” (via on-line technology) to Registered and Responsible Bodies.

	Jan-25	%Jan-24	Total 24/25	%2023/24
Applications Received				
Basic	1,890	108.19%	16,866	113.94%
Basic RB	1,892	92.22%	21,482	112.12%
Standard	524	151.45%	4,704	140.67%
Enhanced	9,495	99.51%	108,979	98.93%
Total	13,801		152,031	
Cases Processed				
Basic	1,818		16,782	
Basic RB	1,875		21,454	
Standard	525		4,793	
Enhanced	9,062		108,691	
Total	13,280		151,720	









Monthly registrations - 2024/25
[Total number registrations 737 - signatories 2922]

