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Procedure Rule 10.4 (7)**

Report of the Director of Legal, Licensing & Registration

To the Licensing and Regulatory Panel

Date: 1st December 2009

**Subject: Refusal to grant an applicant a Contract Escort Permit to carry out contract
work for Passenger Services**

Electoral Wards Affected:

All

Specific Implications For:

Ethnic minorities

Women

Disabled people

Executive Summary

This report sets out the reasons why an application for a Contract Escort Permit to carry out contract work for Passenger services was refused.

1.0 Purpose Of This Report

1.1 To provide information and policy documents to enable Elected Members to hear an appeal against the decision of Officers to refuse an application for a Contract Escort Permit.

2.0 Background Information

2.1 A Contract Escort Permit is required by any person escorting adults or children carrying out contract work for Passenger Services.

2.2 The applicant applying for a Contract Escort Permit has to meet the following criteria: -

1. A medical
2. A Criminal Records Bureau Disclosure check (CRB)
3. PATS (Passenger Assistant Training Scheme)

2.3 The applicant must satisfy the Council that they are a 'fit and proper' person to hold such a permit.

3.0 Main Issues

3.1 The applicants returned CRB vetting disclosed 2 convictions and 1 caution which Officers considered was in conflict with the criteria used to determine if an applicant is a 'fit and proper' person.

3.2 Attached at 'Appendix A' is a copy of the Taxi and Private Hire guidance booklet to which Officers refer.

3.3 Attached at 'Appendix B' is a copy of the Leeds City Council Tender document which states the criteria for an applicant applying for a Leeds City Council Contract Escort Permit.

3.4 Attached at 'Appendix C' is a copy of the CRB vetting disclosure (to be made available on the day of the hearing due to Data Protection procedures.)

3.5 Attached at 'Appendix D' is a copy of the refusal letter, sent to the appellant, dated 28th October 2009.