



Not for Publication : Appendix C and Appendix D are exempt under the Provisions of Access to Information Procedure Rule 10.4 (7)

## Report of the Director of Legal, Licensing & Registration

To the: Licensing and Regulatory Panel

Date: 5<sup>th</sup> January 2010 adjourned to 25<sup>th</sup> January 2010

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 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 23 November 2009.