

Bus Lanes Adjudication Service Joint Committee

Minutes of the Meeting held on 27 January 2009 held at the National Motorcycle Museum, Birmingham.

Present:

Councillor Ian Auckland – Sheffield City Council
Councillor Tony Burns – Manchester City Council
Councillor Phrynnette Dickens – Hampshire County Council
Councillor Tony Page – Reading Borough Council
Councillor Steve Harmer-Strange – Brighton and Hove City Council

Also Present:

John Satchwell, Bournemouth Council, PATROL Advisory Board
Graham Addicott OBE – PATROL Advisory Board
Peter Bayless - PATROL Advisory Board
Caroline Shepherd, Chief Adjudicator
Louise Hutchinson, Head of Service, PATROL
Christine Crisp, for PATROL Secretary

BLAS/ 09/01 Minutes

Decision

To approve as a correct record the Minutes of the meeting held on 7 October 2008, subject to the correction of minor typing errors and the inclusion of Councillor Auckland as present.

BLAS/09/02 Information for New Councillors

A briefing note for new Council representatives was submitted.

Some minor corrections were made to the content of the report.

Decision

To note the report

BLAS/09/03 General Progress and Service Standards

A report of the Lead Officer was submitted on progress in relation to (a) the take up of civil enforcement of bus lane powers by Councils in England (outside London), and (b) service standard performance.

Additional information relating to the disposal of cases was circulated. The Head of Service outlined the main points of the report and responded to questions from members. She also informed the Joint Committee that a clearer picture of progress would be submitted to the meeting in June 2009.

The Chief Adjudicator then gave a presentation about the work of the Adjudicators and by showing a short presentation demonstrated to the Joint Committee some of the types of cases that had been before them. Reference was made to 'hot spots' in areas subject to civil enforcement with the common theme of appeals being that the driver was not aware of the bus lane restriction. Members agreed that signage was of great importance and that it was up to Councils to ensure all appropriate measures are undertaken to make drivers aware of bus lane restrictions. The Chief Adjudicator responded to comments and questions from Members.

Decision

1. To note the information in respect of the current and future take up of civil bus lane enforcement powers.
2. To note the performance attained against the agreed service standard indicators.
3. To note that a detailed report of performance in relation to hearings and case disposal for cases registered in 2008 will be presented to the meeting in June.

BLAS/09/04 Monitoring of Revenue Account, 2008/2009

Expenditure monitoring information in respect of the Revenue Account to September 2008 was submitted.

Decision

1. To note the income and expenditure position at 30 September 2008.
 2. To authorise the Lead Officer to incur expenditure against the revenue budget in excess of the £87,660 set by the Committee should the need arise, provided such expenditure is within the total income.
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3. To agree that should there be a surplus of income in the 2008/09 revenue account this is to be carried forward to year 2009/2010.
4. To agree that should there be an underachievement of income in the 2008/09 account that existing reserves be used to balance the account.

BLAS/09/05 Budget Estimates 2009/2010

Revenue Budget Estimates for 2009/2010 were submitted for approval

Decision

1. To adopt the Revenue Budget estimates for 2009/2010 as presented.

BLAS/09/06 Service Charges 2009/10

The Committee considered the method of charging and the charges to be levied from local authorities participating in the Joint Committee's arrangements during 2009/2010.

Decision

1. To adopt the following charges in support of the service to be made to participating local authorities during the financial year 2009/2010:-

Element	Charge
Charge per PCN issued	£0.60

2. To levy service charges based on a quarterly in advance basis for the PCN charge based on estimated figures and subsequently adjusted.
 3. To note that the decision to provide a transcription from the audio recording of proceedings rests with the Adjudicator. Where this has been agreed to, the Joint Committee agree that the incidental cost of making a transcription from the audio recording of proceedings at a personal hearing is charged to the requesting party except when, in the view of the Adjudicator, a disability of the requesting party would make it desirable for that person to receive such a transcript.
 4. To note that the Service Charge will be reviewed at the June meeting of the Joint Committee.
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BLAS/09/07 Date of Next Meeting

Decision

To note that the next meeting of the Bus Lane Adjudication Service Joint Committee be held on 30 June 2009 at the National Motorcycle Museum in Birmingham.
Birmingham.

committee/bus lanes/jan09
