

## **BUS LANE ADJUDICATION SERVICE JOINT COMMITTEE**

**To be held on 28<sup>th</sup> June 2011 at 12.00 pm or the rise of the PATROL  
ADJUDICATION JOINT COMMITTEE EXECUTIVE SUB COMMITTEE  
At Warwickshire County Cricket Club, The County Ground, Edgbaston,  
Birmingham, B5 7QU.**

- 1. APPOINTMENT OF CHAIR and VICE CHAIR**  
To appoint Members to serve as Chair and Vice Chair.
- 2. URGENT BUSINESS**  
To consider any items which the Chair has agreed to have submitted as urgent.
- 3. ACCESS TO INFORMATION ACT**  
To consider any appeals from the public against refusal to allow inspection of background documents and/or the inclusion of items in the confidential part of the agenda.
- 4. DECLARATIONS OF PECUNIARY / NON-PECUNIARY INTERESTS**  
To allow Members an opportunity to [a] declare personal or prejudicial interests in any items which appear on this agenda; and [b] record any items from which they are precluded from voting as a result of Council Tax/Council rent arrears; and [c] the existence and nature of any party whipping arrangements in respect of any item to be considered at this meeting.  
Members with a personal interest should declare that interest at the start of the item under consideration. If members also have a prejudicial interest they should withdraw from the meeting during the consideration of the item.
- 5. MINUTES**  
To note the Minutes of the meeting of the Bus Lane Adjudication Service Joint Committee (BLASJC) held on 25<sup>th</sup> January 2011.  
**[Enclosed]**
- 6. REPORT OF THE WORKING GROUP FOR TRAFFIC REGULATION ORDERS**  
To note the report and findings of the Working Group  
**[Report enclosed]**

- 7. GENERAL PROGRESS AND SERVICE STANDARDS**  
To provide information in respect of councils in the scheme and the tribunal's initiatives and standards.  
**[Report enclosed]**
- 8. RISK REGISTER AND RISK MANAGEMENT STRATEGY**  
To approve the Risk Management Strategy which will underpin future risk management, monitoring and reporting.  
**[Report enclosed]**
- 9. INTERNAL AUDIT ASSURANCE STATEMENT 2010/11**  
To note the contents of the internal audit assurance statement 2010/11 and the review of the revised Bus Lane Recharge Mechanism.  
**[Report enclosed]**
- 10. DRAFT ANNUAL RETURN FOR 2010/11**  
To submit for approval the draft Annual Return of the Joint Committee for 2010/11, to note the Internal Audit Report to accompany the Annual Return, and the balance sheet. To approve the revised recharge mechanism and the Code of Corporate Governance.  
**[Report enclosed]**

#### **Exclusion of Public**

The officers consider that the following items contain exempt information as provided for in the Local Government Access to Information Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. The Executive is recommended to agree the necessary resolutions excluding the public from the meeting during consideration of these items.

An appeal process exists for members of the public who wish to appeal against the officers' recommendation for exemption. Anyone who does wish to appeal should contact the Committee Officer as soon as possible (preferably at least 48 hours) before the meeting.

- 11. RENEWAL OF PART-TIME ADJUDICATOR APPOINTMENTS**  
To note the arrangements for the re-appointment of Adjudicators  
**[Report enclosed]**
- 12. ANY OTHER BUSINESS**
- 13. DATE OF NEXT MEETING:**

<b>Sir Howard Bernstein</b> Chief Executive Manchester City Council Town Hall, Albert Square, Manchester, M60 2LA	<b>CONTACT OFFICER</b> Chris Shepherd Governance & Scrutiny Support Tel: 0161 234 3034 (Direct) Fax: 0161 274 7017
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