

REPORT FOR RESOLUTION

SUBJECT: Defraying the expenses of the Joint Committee
2013/14

REPORT OF: The Lead Officer on behalf of the Advisory Board

PURPOSE OF REPORT

To establish the basis for sharing the expenses of the Joint Committee between member authorities in 2013/14.

RECOMMENDATIONS

It is recommended that:

- [i] The Joint Committee shares its expenses between member authorities in proportion to the number of PCNs issued on the following basis:

ELEMENT	CHARGE
Annual Charge	£nil
Charge per PCN Issued	£0.60 pence

- [ii] Member authorities are invoiced on a quarterly in advance based on estimated figures and subsequently adjusted.
- [iii] 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.

FINANCIAL CONSEQUENCES FOR THE REVENUE AND CAPITAL BUDGETS

It is intended that service will be self financing as a result of contributions made from participating local authorities.

CONTACT OFFICER

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BUS LANE ADJUDICATION SERVICE JOINT COMMITTEE

29th January 2013

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INTRODUCTION

- 1.1 An essential element for a local authority when adopting civil bus lane enforcement powers is the existence of a means to appeal to an independent bus lane adjudicator. The local authorities who are participating in the Bus Lane Adjudication Service Joint Committee (BLASJC) agreement are required to fund adjudication as part of their powers.
- 1.2 The BLASJC agreement provides for the Committee to decide the cost sharing arrangements.

2.0 BACKGROUND

- 2.1 The BLASJC agreement envisages the adjudication service to be operated on a self-financing basis with revenue obtained from contributions made by participating local authorities. The level of contribution has been based on the predicted appeal activity without taking into account new councils joining in 2013/14.
- 2.2 There is provision in the BLASJC agreement for other approved local authorities to participate in the agreement and so it might be the case that other councils become a party to the agreement before the year end and additional income may arise to that estimated.

3.0 RECOMMENDATION

- 3.1 The Joint Committee shares its expenses between member authorities in proportion to the number of PCNs issued on the following basis:

ELEMENT	CHARGE
Annual Charge	£nil
Charge per PCN Issued	£0.60 pence

4.0 METHOD OF CHARGING

- 4.1 To provide a positive flow of cash within the revenue account during the year it is proposed to invoice quarterly in advance based on an estimate of the number of PCNs each council estimates it will issue during the year. This is similar to the PATROL charging arrangement.

5.0 TRANSCRIPTION COSTS

To note that the decision to provide a transcription from the audio recording of proceedings rests with the Adjudicator. Where this has

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been agreed to, the Joint Committee agrees 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.