

**NATIONAL PARKING ADJUDICATION SERVICE JOINT COMMITTEE -
MINUTES OF THE MEETING OF THE COMMITTEE HELD ON 21ST
SEPTEMBER, 1999, AT THE TOWN HALL, MANCHESTER**

PRESENT:

Councillor Tony Burns - Manchester City Council (In the Chair)

Councillor J.V.E. Beveridge - Winchester City Council

Councillor Malcolm Jones - Neath Port Talbot

Councillor Sandra Mold - Oxfordshire

Also in attendance:

Messrs. Bayliss, Marklew, McEwan, Richardson and Tinsley and Christine Crisp

JC/99/15 MINUTES

The Minutes of the meeting of the Joint Committee held on 12th July, 1999, were submitted.

In relation to the list of Members present, Portsmouth Borough Council was corrected to read Portsmouth City Council.

DECISION/-

To approve, subject to the correction noted, the Minutes of the meeting held on 12th July, 1999.

JC/99/16 EXCLUSION OF THE PUBLIC

DECISION/-

That under Section 100(a)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the items which involve the likely disclosure of exempt information as shown in these Minutes.

JC/99/17 NEW MEMBER COUNCILS

A report of the Lead Officer was submitted seeking approval to extending the Chief Parking Adjudicator's appointment to cover the areas of a number of Councils who have become party to the National Parking Adjudication Service Joint Committee Agreement.

DECISION/-

1. To note that East Sussex County Council (in respect of the Hastings area); Hastings Borough Council; Luton Borough Council; Oxfordshire County Council (in respect of the City of Oxford and the Parish of North Hinksey areas); and Neath Port Talbot Borough Council

JC/99/17 PROGRESS REPORT - ESTABLISHMENT OF EXECUTIVE SUB-COMMITTEE

A report of the Management Board was submitted and alternatives discussed by the Management Board on the need for, and possible structure of, a NPASJC Executive Sub-Committee.

Members were informed that one of the main reasons for establishing a Sub-Committee was to avoid meetings that would require all the members of the Joint Committee once it becomes numerically large and have regard for members travelling distances to consider matters not already covered by the Lead Officers delegation. There was a need to obtain legal advice in relation to setting up a Sub-Committee and other related details in particular, the Terms of Reference. It was agreed that the Management Board should bring forward positive proposals to establish an Executive Sub-Committee at the annual meeting in September 2000.

DECISION/-

1. To note the Management Board's observations contained in the body of the report.
2. To consider at their annual meeting in September 2000, the need for and appropriate membership of an Executive Sub-Committee.

JC/99/18 FINAL REVENUE AND CAPITAL ACCOUNTS FOR 1998/99

The Final Revenue and Capital Accounts for the Year 1998/99 together with details of capital expenditure to date for 1999/2000 were submitted by the lead authority.

DECISION/-

1. To approve the final 1998/99 revenue and capital accounts for the NPASJC as prepared by the Lead Authority.
2. To note the expenditure to date on the capital budgets for 1999/2000 as detailed in the report.
3. To confirm the action taken by the Lead Authority requesting DETR to agree to a carry-over of the under spend against the SCA approved for 1998/99 into 1999/2000, and the request for an additional £13,820 of SCA in 1999/2000.
4. To authorise the Lead Authority to incur expenditure against the increased 1999/2000 capital budget, should the additional SCA, as detailed in the report, be approved by the DETR.

**JC/99/20 APPOINTMENT OF CHIEF PARKING ADJUDICATOR AS A
PART-TIME ADJUDICATOR WITH THE DSS NATIONAL APPEALS SERVICE
TRIBUNAL**

(Public excluded - Part 1, Schedule 12A, Local Government Act 1972 - Information relating to former, prospective or current employees - Paragraph 1).

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National Parking Adjudication Service

England and Wales

NATIONAL PARKING ADJUDICATION SERVICE MEETING OF THE JOINT COMMITTEE

**To be held at 12am on 21st September 1999 in Committee Room Number 3,
Town Hall, Manchester, M60 2 LA**

AGENDA

PART A

1. **URGENT BUSINESS**
To consider any items which the Chair has agreed to have submitted as urgent.
2. **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.
3. **DECLARATIONS OF PECUNIARY / NON-PECUNIARY INTERESTS**
To allow Members an opportunity to [a] declare any pecuniary or non-pecuniary interests they might have in any items which appear on this agenda; and [b] record any items from which they precluded from voting as a result of Council Tax / Council rent arrears.
4. **MINUTES**
To approve as a correct record the Minutes of the meeting held on 12th July 1999. [Enclosed]

5. **NEW NPASJC MEMBER COUNCILS**
 To note that a number of existing SPA / PPA authorities in England [outside London] and Wales have joined NPASJC.
 To extend the appointment of the Chief Parking Adjudicator to cover the areas of these Councils.
 [Report enclosed]

6. **PROGRESS REPORT - ESTABLISHMENT OF EXECUTIVE SUB-COMMITTEE**
 To advise report back to the Committee the findings of the Management Board regarding alternatives for the establishment and remit of a Sub-Committee.
 [Report enclosed]

7. **FINAL REVENUE AND CAPITAL ACCOUNTS FOR 1998 / 1999**
 To submit for approval the Revenue and Capital Accounts of the Joint Committee for year 1998 / 1999.
 To provide budget monitoring information for 1999/2000.
 [Report enclosed]

8. **EXCLUSION OF PUBLIC**
 To resolve to exclude the public during consideration of the following items which contain confidential information as defined in Schedule 12A of the Local Government Act, 1972. The type of information is shown against each item.

PART B

9. **APPOINTMENT OF CHIEF PARKING ADJUDICATOR AS DSS NATIONAL APPEALS SERVICE TRIBUNAL ADJUDICATOR**
 To request the Committee to approve the appointment of the Chief Parking Adjudicator to serve as a part-time Legal Chairman with the DSS Appeals Service Tribunal.
(Public excluded by virtue of information relating to employees – Paragraph 1 to Schedule 12A, Local Government Act 1972 refers)

HOWARD BERNSTEIN
 Chief Executive
 Manchester City Council
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 Manchester, M60 2LA

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AGENDA ISSUED : 10TH September 1999

**NATIONAL PARKING ADJUDICATION SERVICE JOINT COMMITTEE
MINUTES OF A MEETING OF THE COMMITTEE HELD ON
12TH JULY, 1999 AT THE TOWN HALL, MANCHESTER**

PRESENT:

Councillor Anthony Burns - Manchester City Council (In the Chair)
Councillor J.B.E. Beveridge - Winchester City Council
Councillor Richard King - Kent County Council
Councillor John West - Hampshire County Council
Councillor David Rowlands - Buckinghamshire County Council
Councillor Jim Patey - Portsmouth Borough Council

Also Present:

Councillor Malcolm Jones - Neath Port Talbot County Borough Council

Also in attendance:

Caroline Sheppard, Chief Adjudicator
John Bridgeman - Department of the Environment Transport and the Regions
Messrs Agnew, Bayless, Carey, Chandler, Crossley, Ellcome, Eastham, Fielding, Marklew,
Richards, Tinsley and Scallan.

JC/99/7 MINUTES

The Minutes of the inaugural meeting of the Joint Committee held on 19th February, 1999 were submitted.

In relation to Minute JC/99/7 the reference in Resolution 1 to Maidstone District Council was corrected to read Maidstone Borough Council.

The Service Director responded in relation to Minute JC/99/9 to a Member's question about the expenditure incurred in refurbishing offices as temporary headquarters. He indicated that the offices concerned would be used until 2003 or 2004 and that the costs involved in refurbishment were less than would have been involved in the lease of other available premises.

DECISION/-

To approve, subject to the correction noted, the Minutes of the meeting held on 19th February, 1999.

JC/99/8 NEW MEMBER COUNCILS

A report of the Lead Officer was submitted seeking approval to extending the Chief Parking Adjudicator's appointment to cover the areas of a number of Councils who have become party to the National Parking Adjudication Service Joint Committee Agreement.

DECISION/-

1. To note that Buckinghamshire (in respect of High Wycombe Town Centre), Maidstone, Hertfordshire (in respect of Watford) and Portsmouth have become a party to the National Parking Adjudication Service Joint Committee Agreement prior to this meeting.
2. To appoint the Chief Parking Adjudicator to cover the areas of the Councils referred to above.

JC/99/9 PROPOSED AMENDMENTS TO THE SCHEME OF DELEGATED POWERS TO THE LEAD OFFICER AND THE CHIEF PARKING ADJUDICATOR

A report of the Lead Officer was considered requesting the Committee to amend the Scheme of Delegation to the Lead Officer and the Chief Parking Adjudicator in order to better facilitate the appointment of part-time Adjudicators, and to extend the remit of the Chief Parking Adjudicator to cover those areas of Councils who join the Committee. The Committee was also requested to authorise the Chief Parking Adjudicator, subject to the consent of the Lead Officer and the Lord Chancellor, to appoint the London Adjudicators as Parking Adjudicators within the areas (as appropriate) of any Council which is or becomes party to the National Parking Adjudication Service Joint Committee. The Committee was also requested to remove the limit on the maximum number of part-time Adjudicators so that sufficient Adjudicators can be appointed to ensure that the needs of the service are met.

DECISION/-

1. To grant authority to the Lead Officer, subject to the Lord Chancellor's consent, to extend the remit of the Chief Parking Adjudicator, by appointing her to act as Chief Parking Adjudicator within the areas of any Council which becomes party to these Joint Committee arrangements.
2. To give authority to the Chief Parking Adjudicator, subject to the consent of the Lead Officer and the Lord Chancellor, to appoint part-time Adjudicators to sit as such within the area of any Council which is party to these Joint Committee arrangements, and, to extend these appointments to enable those Adjudicators to act within the areas of any Councils which become party to these Joint Committee arrangements, as appropriate.
3. To grant authority to the Chief Parking Adjudicator, subject to the consent of the Lead Officer and the Lord Chancellor, to appoint for a period not exceeding five years, sufficient part-time Parking Adjudicators to meet the needs of the service, as appropriate. The Chief Parking Adjudicator to keep the Joint Committee informed of such appointments.

4. To authorise the Chief Parking Adjudicator, subject to the consent of the Lead Officer and the Lord Chancellor, to appoint those Parking Adjudicators who currently hold a similar appointment with the Transport Committee for London, and who are named below, as part-time Parking Adjudicators within the area of any Council which is or becomes a party to these Joint Committee arrangements, as appropriate. Such appointments to be for a period co-terminous with their appointment with the Transport Committee for London -

Robin Allen
Michel Aslangul
Hugh Cooper
Richard Crabb
Neeti Dhanani
Henry Michael Greenslade
Usha Gupta
Caroline Hamilton
Gary Hickinbottom
Monica Hillen
Edward Houghton
Andrew Keenan
Brian James CBE
Verity Jones
Barbara Mensah
Ronald Norman
Neena Rach
Kathleen Scott
Jennifer Shepherd
Sean Stanton-Dunne
Gerald Styles
Timothy Thorne
Susan Turquet
Diana Witts
Paul Wright

5. To give authority to the Lead Officer to make the necessary arrangements in respect of the engagement of part-time Adjudicators and the payment of their associated fees etc.

JC/99/10 SERVICE DEVELOPMENT PROGRESS REPORT

Consideration was given to a report of the Lead Officer on progress being made in the development of the service and the future likely take-up of DPE powers by other Local Authorities. The Sub-Committee was requested to authorise the attendance of the Chief Parking Adjudicator at the 1999 International Conference "Best Practices in Administrative Justice" to be held in Canada.

DECISION/-

1. To note the progress being made in the development of the service.

2. To authorise the Chief Parking Adjudicator to attend the 1999 International Conference "Best Practices in Administrative Justice" organised by the Council of Canadian Administrative Tribunals, and to agree that the Joint Committee meets the appropriate associated travelling costs.

3. That the Management Board be requested to look at options for the organisation of the Joint Committee's business in the context of its increasing membership, and to bring proposals back to the next meeting.

JC/99/11 CYCLE OF MEETINGS

DECISION/-

To agree that the dates of future meetings will be 21st September 1999 and 25th January 2000 commencing at 12.00 noon.

JC/99/12 HUMAN RIGHTS ACT 1998

A report of the Chief Parking Adjudicator was submitted on the implementation of the Human Rights Act 1998 which will have far reaching effects for all Courts and Tribunals in the United Kingdom. The report advised Members of some of the issues relevant to Parking Adjudicators and the work of the National Parking Adjudication Service Joint Committee.

In introducing the report the Chief Parking Adjudicator indicated that the Service would have to look at a range of responses and procedures to ensure that the relevant aspects of the Act were fully observed in the Service's work. Members asked about the responsibility for the costs of calling witnesses in Tribunal hearings and the Chief Parking Adjudicator indicated that the appellant would be liable for costs, or at least the risk of such costs, in some cases, but that experience in operating the London Service had demonstrated that the number of cases involving witnesses was very few.

DECISION/-

To note the report and to request the Chief Adjudicator to keep the Joint Committee informed of future developments.

JC/99/13 EXCLUSION OF THE PUBLIC

DECISION/-

That under Section 100(a)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the items which involve the likely disclosure of exempt information as shown in these Minutes.

JC/99/14 APPOINTMENT OF SERVICE DIRECTOR

(Public excluded by virtue of the disclosure of information relating to an employee - Paragraph 1 to Schedule 12A of the Local Government Act 1972 refers).

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ITEM 5

NATIONAL PARKING ADJUDICATION SERVICE JOINT COMMITTEE

REPORT FOR RESOLUTION

DATE: 21st September 1999
AGENDA ITEM Number 5
SUBJECT: New NPASJC Councils
REPORT OF: The Lead Officer,
On behalf of the Officer Management Board

PURPOSE OF REPORT

To request the Committee to confirm the extension of the Chief Parking Adjudicator's appointment to cover the areas of a number of Councils who have become party to the NPASJC Agreement.

RECOMMENDATIONS

It is recommended that the Joint Committee:

[i] Note that since the meeting held on 12th July 1999 the Councils listed in [ii] below will have become a party to the NPASJC agreement and,

[ii] Confirm the appointment of the Chief Parking Adjudicator to cover the areas of the following authorities:- East Sussex County Council [in respect of the Hastings area]; Hastings Borough Council; Luton Borough Council; Oxfordshire County Council [in respect of the City of Oxford and Parish of North Hinksey areas]; Neath Port Talbot County Borough Council.

FINANCIAL CONSEQUENCES FOR THE REVENUE AND CAPITAL BUDGETS

There are no immediate consequences to either the Revenue or Capital budgets. However, authorities taking up decriminalised parking enforcement powers will help to assist in future economies of scale.

CONTACT OFFICER

Bob Tinsley NPAS Headquarters, Crown Square, Manchester.
Tel: 0161 834 1881

BACKGROUND DOCUMENTS

National Parking Adjudication Service Agreement.
Files containing associated correspondence.
Road Traffic (Parking Adjudicators) (England & Wales) Regulations 1999

1.0 BACKGROUND

- 1.1 Since the meeting of the Joint Committee on 12th July 1999, the following authorities have become a party to the NPASJC Agreement:- East Sussex County Council [in respect of the Hastings area]; Hastings Borough Council; Luton Borough Council; Oxfordshire County Council [in respect of the City of Oxford and Parish of North Hinksey areas]; Neath Port Talbot County Borough Council
- 1.2 In order to avoid the need for the Joint Committee to meet on each occasion that a Council wishes to join NPASJC it was delegated to the Lead Officer to extend the appointment of the Chief Parking Adjudicator to cover such areas. Similarly, the authority to appoint part-time Parking Adjudicators to the areas of joining Councils was delegated to the Chief Parking Adjudicator.
- 1.3 Leading Counsel previously advised that as soon as possible after such delegation has been exercised it is prudent for the Joint Committee to resolve to confirm the appointment of the Chief Parking Adjudicator to cover these areas. Accordingly, the Committee are requested to confirm the action of the Lead Officer as detailed in the recommendations of this report.

ITEM 6

NATIONAL PARKING ADJUDICATION SERVICE JOINT COMMITTEE

REPORT FOR RESOLUTION

DATE: 21st September 1999

AGENDA ITEM Number 6

SUBJECT: Progress Report – Establishment of Executive Sub-committee

REPORT OF: The Management Board

PURPOSE OF REPORT

To report back to the Committee alternatives discussed by the Management Board on the need for and possible structure of a NPASJC sub-committee.

RECOMMENDATIONS

It is recommended that the Joint Committee:

[i] Note the Management Board's observations contained in the body of this report and,

[ii] Consider at their annual meeting in September, 2000 the need for and appropriate membership of an executive sub-committee.

FINANCIAL CONSEQUENCES FOR THE REVENUE AND CAPITAL BUDGETS

There are no immediate consequences to either the Revenue or Capital budgets. However, authorities taking up decriminalised parking enforcement powers will help to assist in future economies of scale.

CONTACT OFFICERS

Bob Tinsley NPAS Headquarters, Crown Square, Manchester.

Tel: 0161 834 1881

Colin Eastman, Birmingham City Council

Tel 0121 303 6467

David Marklew, Winchester City Council

Tel 01962 848253

BACKGROUND DOCUMENTS

National Parking Adjudication Service Agreement.

Minutes of NPASJC Meeting held on 12th July 1999

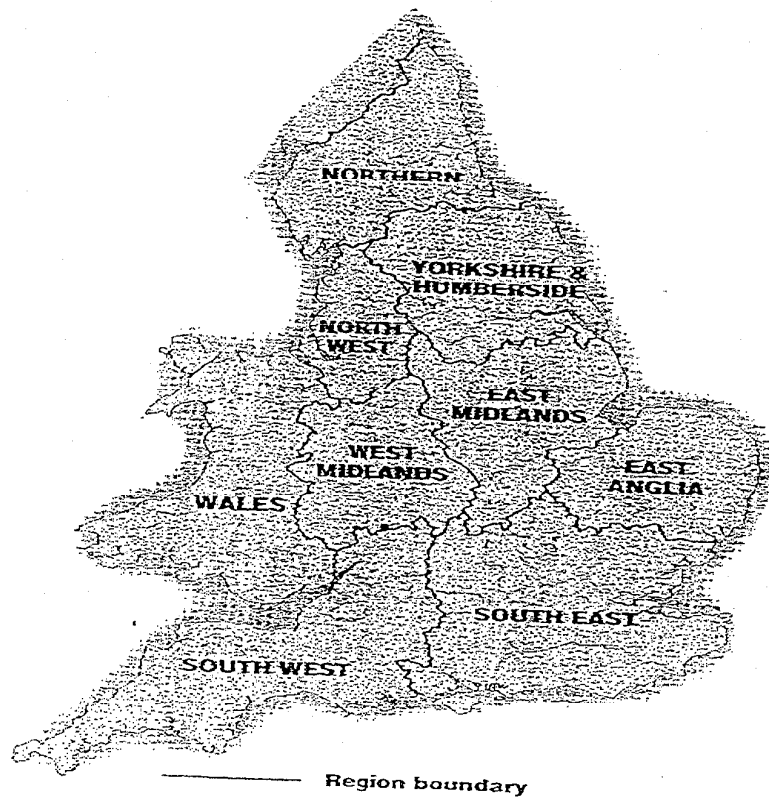
1.0 BACKGROUND

- 1.1 At the meeting of the Joint Committee on 12th July 1999, the Management Board were requested to look at the options for the organisation of the Joint Committee's business in the context of its increasing membership, and to bring back proposals to the next meeting.
- 1.2 In order to avoid the need for frequent meetings of the Joint Committee many of its functions have already been delegated to the Lead Officer who acts in consultation with the Management Board. These delegations have been agreed following advice from Leading Counsel.
- 1.3 There are a number of matters that may be considered inappropriate for the Joint Committee to delegate to an officer but may be content with delegation to a smaller executive sub-committee. These matters could for example include setting the budgets and service charges that require the Joint Committee to meet in January each year and other ad-hoc matters that arise.
- 1.4 It would however be necessary for the full Joint Committee to hold its annual meeting in September each year for the purpose of appointing the executive sub-committee, receiving and adopting the annual accounts and the annual report, etc.
- 1.5 It is currently anticipated that there will only be a need for the Joint Committee to meet in January 2000 and again at the annual meeting in September 2000.
- 1.6 Consideration has been given to the information currently held regarding the likely take up of decriminalised parking enforcement powers by authorities in England and Wales over the next few years. The Management Board have requested the Service Director to undertake a further survey of such authorities but the results of this survey are not likely to be available until the early part of 2000.
- 1.7 The current information is not totally reliable as it is dependent upon progress by the authorities in taking the powers and, we may not have been informed by some authorities of their intentions. However, based on the current information a regional map with a table of authorities has been produced and is detailed in Appendix A.

- 1.8 It can be seen from the current information that there is no particular numerical equity across the regions to enable a conclusion regarding regional representation of members on the executive sub-committee. The Management Board are also mindful of representation with respect to authority type and size. As there is only one elected Member from each authority serving on the Joint Committee there is no pre-requisite for a balance regarding membership of political parties.
- 1.9 The Management Board have therefore recommended that should the Committee decide to establish an executive sub-committee that the earliest appropriate date to do so would be September 2000 and the Committee may wish to take into account at that time the following in deciding nominations. The current and likely take up of the powers in the succeeding year, types and sizes of authorities, geographic spread, appropriate size of the executive sub-committee, frequency of meetings.

APPENDIX A

REGIONAL TAKE UP OF DPE POWERS



YEAR	SE	SW	W	WM	EM	EA	NW	Y & H	N	TOTAL
1999	11	0	1	0	0	0	1	0	0	13
2000	29	2	1	4	2	2	6	3	1	50
2001	29	2	1	4	3	2	8	4	1	54
2002+	35	11	3	11	4	3	23	4	1	95

ITEM 7

NATIONAL PARKING ADJUDICATION SERVICE JOINT COMMITTEE

REPORT FOR RESOLUTION

DATE: 21st September 1999
AGENDA ITEM Number 7
SUBJECT: Final Revenue and Capital Accounts for 1998/1999
JOINT REPORT OF: The Lead Authority
On behalf of the Management Board

PURPOSE OF REPORT

To present to the Committee the Final Revenue and Capital Accounts for the year 1998/1999 and Capital expenditure to date for 1999/2000

RECOMMENDATIONS

It is recommended that the Joint Committee:

- [i] Receive and approve the Final 1998/1999 Revenue and Capital Accounts for the NPASJC as prepared by the Lead Authority and detailed in Appendix 1.
- [ii] Note the expenditure to date on the Capital Budgets for 1999/2000 as detailed in Appendix 2 to this report.
- [iii] Confirm the action taken by the Lead Authority requesting DETR to agree to a carry over of the under spend against the SCA approved for 1998/1999 into 1999/2000, and the request for an additional £13,820 of SCA in 1999/2000.
- [iv] Authorise the Lead Authority to incur expenditure against the increased 1999/2000 Capital budget should the additional SCA as detailed in the report be approved by DETR.

CONTACT OFFICERS

Bob Tinsley NPAS Headquarters, Crown Square, Manchester.
Tel: 0161 834 1881
Kevin McDonough, City Treasurer's Dept, Manchester City Council.
Tel: 0161 234 3433

BACKGROUND DOCUMENTS

Files containing funding bids to government and associated correspondence.
Minutes of the NPASJC Meeting 19th February 1999

1.0 INTRODUCTION

- 1.1 At the meeting of 19th February 1999 the Committee agreed to a number of matters relating to the budget estimates including:- [i] to write forward the revenue costs incurred in 1998/1999 by the Lead Authority to 1999/2000 accounts; [ii] to adopt the Revenue Budget estimates for 1998/99 and 1999/2000; and [iii] to adopt the Capital Budget estimates for 1998/99 and 1999/2000.
- 1.2 This report details of the final 1998/1999 accounts which are submitted for approval by the Joint Committee and provides an update on the 1999/2000 Capital budget expenditure.
- 1.3 The adjudication service is operated on a self-financing basis with income obtained from charges made to NPASJC member authorities. Capital approvals were obtained from central government of £100,000 in 1998/1999 and a further £100,000 in 1999/2000. In addition Manchester City Council has made £250,000 available during the first five years of operation via a loan should this be needed to financially support the service during its early years.

2.0 BACKGROUND

- 2.1 As the service was not operational until 1999/2000 there was no revenue income during year 1998/99. However, an expenditure of £9735 was incurred on items which were mainly costs associated with the establishment of NPASJC including obtaining Leading Counsel's opinions and recruitment of the Chief Parking Adjudicator. These costs have been consolidated into the Lead Authority's own 1998/1999 Parking accounts, thereby obviating the need to carry the costs forward as a charge against the NPASJC revenue account for 1999/2000 [as resolved at the meeting on 19th February 1999]. Details of the revenue account for 1998/1999 are given in Appendix 1.
- 2.2 Supplementary Credit Approval of £100,000 was obtained from central government in 1998/1999 to finance the Capital expenditure required to establish the NPASJC. There was a very short time frame between the approval by the Joint Committee on 19th February 1999 and the closing date for payments made to be eligible for funding in 1998/1999 accounting period. For the purposes of funding Capital expenditure, it is only possible to charge against a SCA actual payments made to contractors where the cheque date is 31st March or earlier. Although £108,000 was committed by the Lead Authority, it only proved possible to process payments totalling £55,360 during 1998/1999. Details of the capital account for 1998/1999 are also given in Appendix 1.

- 2.3 Details of the 1998/1999 revenue and capital accounts are given in Appendix 1. The Joint Committee are recommended to receive and approve the accounts.

3.0 REVENUE AND CAPITAL EXPENDITURE TO DATE 1999/2000

- 3.1 The Lead Authority initially contacted the DETR in February 1999 and again in March 1999, to discuss the possibility of consolidating the two SCAs (£100,000 each) over a two year period. The advice given was that an application should be made during the 1999/2000 financial year for the under spend to be rolled over in to year 1999/2000 and that the £200,000 would be made available. The latest estimated costs associated with the development of the IT system show that there is a need for a further £13,820 during 1999/2000. Accordingly, the Lead Authority submitted a request to the DETR in August 1999 for the SCA for 1999/2000 to be increased to £158,460 (the original approval of £100,000 plus the 1998/99 under spend of £44,640 plus a further £13,820).
- 3.2 Appendix 2 details expenditure to date against the capital account for 1999/2000. As detailed in 3.1 above it is estimated that an additional budget of £13,820 will be needed to complete the development of the IT system. It is recommended that, if the government approves both this additional SCA and the under spend in 1998/1999 being transferred to 1999/2000 then the Joint Committee's capital budget is accordingly amended and that authorisation be given to the Lead Authority to incur expenditure against this increased budget.
- 3.3 As the ability to receive appeals only started in July 1999 it is too early to report meaningful income and expenditure associated with the 1999/2000 revenue account. However, the Service Director in consultation with the Management Board is endeavouring to at least break even by the end of the financial year.

APPENDIX 1

REVENUE ACCOUNT for 1998/1999

DETAIL	1998/99 APPROVED ESTIMATE £	1998/99 ACTUAL £	VARIATION £
Employees	8,000	0	(8,000)
Premises	8,000	0	(8,000)
Supplies and Services	1,000	0	(1,000)
Service Management & Central Support	5,000	0	(5,000)
Repayment of Development Fund Loan	0	0	0
Expenditure written forward to 1999/2000	(22,000)	0	22,000
Gross Expenditure	0	0	0
Income	0	0	0
Net Expenditure	0	0	0

CAPITAL ACCOUNT for 1998/1999

	Expenditure (£)
Furniture and Fittings	0
Adaptations	40,783
City Architects Fees	4,803
Computers – IT	9,774
Total Capital Expenditure	55,360
FUNDING	
Supplementary Credit Approval	100,000
Net over (under) spend	(£44,640)

APPENDIX 2

Capital Budget Monitoring 1999/2000

	Expenditure (£)
Furniture and Fittings	18,000
Adaptations	33,378
City Architects Fees	0
Computers – IT	38890
Total Capital Expenditure to date	90,268

ITEM 9

**Part B
Local Government Act, 1972
Paragraph 1, Employee Matters**

NATIONAL PARKING ADJUDICATION SERVICE JOINT COMMITTEE

REPORT FOR RESOLUTION

DATE: 21st September 1999

AGENDA ITEM: Number 9

SUBJECT: APPOINTMENT OF CHIEF PARKING ADJUDICATOR AS A
PART-TIME ADJUDICATOR WITH THE DSS NATIONAL
APPEALS SERVICE TRIBUNAL

REPORT OF: The Lead Officer,
On behalf of the Officer Management Board
