

**REPORT FOR RESOLUTION**

**DATE:** 26<sup>th</sup> January 2010

**SUBJECT:** Defraying the expenses of the Joint Committee 2010/11

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

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**PURPOSE OF REPORT**

To establish the basis for sharing the expenses of the Joint Committee between member authorities in 2010/11.

**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
Charge per PCN Issued	£0.65

- [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.

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## **INTRODUCTION**

- 1.0 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 approved local authorities who are participating in the BLASJC agreement are required to fund adjudication as part of their powers.
- 1.1 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 this predicted service activity on the basis of existing councils.
- 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**

It is recommended that the contribution for member authorities is based on the level of charge per PCN of 65 pence to meet the costs of adjudication services as set out in Agenda Item 12.

## **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 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.