

**NATIONAL PARKING ADJUDICATION SERVICE JOINT COMMITTEE
FIVE YEAR REVIEW SUB-COMMITTEE
MINUTES OF THE MEETING HELD AT THE NPAS OFFICES, MANCHESTER ON
26TH MARCH, 2004.**

PRESENT: Councillor Rev. Robert Barker - South Lakeland District Council
Councillor John Beveridge - Winchester City Council
Councillor Tony Burns - Manchester City Council
Councillor Ken Gregory - Thanet District Council

Also in attendance: Councillor Val Stevens, Executive Member, Planning & Transport
Manchester City Council. Mr John Gant, DfT.

Messrs Bayless, Jowsey, Pulham, Spicer, Tinsley and Christine Crisp and Caroline Sheppard.

NPAS/FIVE/04/01 Appointment of Chair, Vice Chair and Assistant Chair

Decision

1. To appoint Councillor Gregory (Thanet) as Chair and Councillor Burns as Vice Chair until the Annual meeting of the Joint Committee in 2004.
2. To appoint Councillor Beveridge as Assistant Chair.

NPAS/FIVE/04/02 Executive Sub-Committee Minutes

The Minutes of the Executive Sub-Committee held on 27 January, 2004 were submitted for information.

Decision

To note the Minutes

NPAS/FIVE/04/03 The Governance of the NPASJC Arrangements

A report of the Lead Officer was submitted on the governance arrangement that has been in place over the first five years of the NPASJC agreement and requesting members to consider any changes needed to this arrangement.

John Gant from the Department for Transport attended the meeting, circulated information relating to the Traffic Management Bill, and answered members questions.

Decision

1. To note the present governance arrangements have largely worked satisfactorily during the first five years of operation.
2. To note that improved service could be obtained by developing a service level agreement with the lead authority and to request the officers to develop a proposed Service Level Agreement with the Lead Authority for approval at a future meeting.
3. To note a revised scheme of delegation to officers could provide a more autonomous management arrangement in line with the independent nature of the service and to request the officers to submit a report in this regard to a future meeting of the Joint Committee.
4. To note that it will be necessary to establish a second joint committee arrangement for bus lane enforcement adjudication's in England (outside London).
5. To request that Manchester City Council consider approaching the councils with a view to making arrangements for the establishment of a Bus Lane Enforcement Adjudication Joint Committee at the appropriate time such that the operation could act in as seamless manner as possible with the parking adjudication's.
6. To note that in the future a combined arrangement for adjudication's for civil enforcement areas would supersede the parking and bus lane adjudication arrangements.
7. To note the information contained within the papers circulated by John Gant

NPAS/FIVE/04/04 The next five years - Forward Plan

A report was submitted presenting information regarding the future requirements likely to be placed on the Joint Committee's service arrangements.

Decision

To note the demands likely to be placed on the National Parking Adjudication Service's (NPAS) service arrangements and the projects under development during the next five years as outlined in the report.

NPAS/FIVE/04/05 Exclusion of Public

Decision

To exclude the public during consideration of the following item which contains confidential information as defined in Schedule 12A of the Local Government Act 1972 and as indicated in these Minutes.

NPAS/FIVE/04/06 Re-appointment of the Chief Parking Adjudicator

(Public excluded, Paragraph 1, Schedule 12A, Local Government Act 1972 - Information relating to individuals)

h/committee/five/npae

