

**NATIONAL PARKING ADJUDICATION SERVICE
MEETING OF THE JOINT COMMITTEE**

To be held at 12.00 (or at the rise of the BLASJC which ever is the later)
on 30th June 2006

At The National Motorcycle Museum, Coventry Road, Bickenhill, Solihull,
West Midlands

AGENDA

PART A

1. **APOINTMENT OF CHAIR, VICE CHAIR and ASSISTANT CHAIR**
To appoint Members to serve as Chair, Vice Chair and Assistant Chair of the Joint Committee.
(These appointments to be effective until the Annual meeting in June 2007)
2. **URGENT BUSINESS**
To consider any items which the Chair has agreed to have submitted as urgent.
3. **APPEALS**
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 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**
(a) To approve as a correct record the Minutes of the meeting held at 11.45am on 30th June 2005
[Enclosed]
- (b) To note the Minutes of the Executive Sub-committee meeting held at 11.45am on 31st January 2006
[Enclosed]
6. **FINAL REVENUE AND CAPITAL ACCOUNTS 2005/2006**
(a) To submit for approval the Revenue and Capital Accounts of the Joint Committee for the year 2005/2006.
[Report enclosed]
7. **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]
8. **GENERAL PROGRESS AND SERVICE STANDARDS**
To provide information in respect of the take up of decriminalised parking enforcement powers by Councils in England [outside London] and Wales.
To provide monitoring information regarding service charter standards.
[Report enclosed]
9. **NEW OPERATIONAL NAME**
Presentation by David Wilkinson, UNIT Communications Group.
[Copy of the research report included in item 10 report]
10. **INTEGRATION OF BUS LANE APPEALS & NPAS RE-NAME**
To note that a separate joint committee arrangement has been established for the appointment of bus lane adjudicators for England (outside London).
To agree that the processing of the appeals bus lane appeals will be administered alongside parking appeals.
To agree that the operation of the parking and bus lane tribunals be merged under the new name "Traffic Penalty Tribunal".
[Report enclosed]

- 11. ANNUAL REPORT OF THE ADJUDICATORS FOR 2005**
To receive the annual report from the Adjudicators for the year ending 31st December 2005.
To forward the Adjudicators' annual report to the Secretary of State.
[Cover report enclosed]
[Report to follow]
- 12. ESTABLISHMENT OF EXECUTIVE SUB-COMMITTEE**
To establish an Executive Sub-Committee including its Terms of Reference.
To appoint Members to the Executive Sub-Committee for the period until the annual meeting of the Joint Committee in June 2007.
[Report enclosed]
- 13. APPOINTMENTS TO THE ADVISORY BOARD**
To request appointments to the Advisory Board for the period until the annual meeting of the Joint Committee in June 2007.
[Report enclosed]
- 14. RETIREMENT OF THE SERVICE DIRECTOR**
To note that the Service Director will be retiring on 31st July 2006.
To appoint the Head of Service as the "Proper Officer" to the parking adjudicator regulations.
[Report enclosed]

SIR HOWARD BERNSTEIN

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