

HIGHLAND COUNCIL

Committee: Lochaber Committee

Date: 30 August 2018

Report Title: Car Parking in Lochaber

Report By: Director of Community Services

1 Purpose/Executive Summary

- 1.1 To review financial projections from parking charges implemented on the 23 April 2018.
- 1.2 To agree occasional closure of An Aird 2 car park for event use.

2 Recommendations

- 2.1 Members are asked to:-
 - i. Agree the sustaining of the Local Parking Season Ticket fee at current rates;
 - ii. Consider the potential budget shortfall and agree a further review of tariffs/parking incomes to avoid a budget pressure; and
 - iii. Agree to the closure of the An Aird 2 car park for occasional event use subject to cost recovery for closure.

3 Council Budget Outcome

3.1 As part of savings identified by Council and agreed on the 15 February 2018 various changes to parking services in Fort William were implemented to achieve the Council budget for 2018/19.

3.2 The figures agreed can be found at:-

https://www.highland.gov.uk/meetings/meeting/3934/highland_council

Item 4 Details of proposed savings (Booklet B).

4 Parking Tariffs

4.1 Tariffs were reviewed by Members in April 2018 and set as per **Appendix 1**. Fees and charges were agreed at full Council in February as **Appendix 2**.

4.2 Further to setting tariffs locally it was agreed at Full Council that these tariffs would be reviewed for August 2018 Lochaber Committee to ensure that budget targets will be achievable and allow Members to consider if a reduction in the local parking season ticket (LPST) price would be deliverable. The LPST is currently set at £10 per month or £120 per annum.

4.3 The parking income is split into 4 sources:-

- Cash at ticket machine;
- Card payment at ticket machine;
- RingGo payment per visit; and
- RingGo payment – Local Parking Season Ticket (LPST)

In addition the short stay car parks offer a 30 minute free period.

4.4 Members had originally requested that 30 minute free parking be included and Officers estimated this at a 20% uptake. The actual uptake is much greater ranging from 25% to 37% as of July 2018. The larger uptake of the free period indicates a negative financial impact and contributing to an early forecast shortfall of budgets.

The value of the FREE parking can be estimated if a 50p value is used.

Parade Gardens	Weekly free transactions	823	25%
	Weekly paid transactions	2505	
	total	3328	
	Annual value @ 50p	£4,938.00	
Middle Street	Weekly free transactions	3974	31%
	Weekly paid transactions	8940	
	total	12914	
	Annual value @ 50p	£23,844.00	
Viewforth	Weekly free transactions	4862	37%
	Weekly paid transactions	8445	
	total	13307	
	Annual value @ 50p	£29,172.00	
Value per week		£1,114.50	
Value per Month		£4,829.50	
Value per Year		£57,954.00	

4.5 It was always unclear as to what level of LPST uptake would take place. Original estimates were based on 850 existing free users switching to the annual permit and an income of £96,000 could be achieved. To date we have seen an uptake of the LPST of approximately 200 users potentially generating some £24,000 per annum.

5 Income profile

5.1 A full breakdown of income since April is available in **Appendix 3**.

5.2 Based on income collected to date average weekly income for Fort William is circa £15,159 with a budget requirement of £15,384 per week. The Budget Target for New Income is £543K actual projected new income is £509K creating a projected budget pressure of £34K at this time. It is likely that this will increase as average weekly income decreases out of season.

6 Impact

6.1 Based on actual income being collected in Fort William there is a budget pressure developing. Further reduction in income would only increase that budget pressure.

6.2 There has been some evidence that misuse of the 30 minute ticket was taking place. To help reduce any budget pressure the service has introduced keypads requiring vehicle registrations on short stay ticket machines to ensure that a vehicle does not use multiple free periods.

Early indications are that the keypads have reduced "free" tickets as follows:-

	Jul-18	Aug-18 (part)
	%age "free" sales	%age "free" sales
Parade Gardens	25%	20%
Middle Street	31%	28%
Viewforth	37%	30%

Transport Centre income was vulnerable to breakdowns as only one ticket machine was present; to alleviate this risk a second machine has been installed.

6.3 Members may wish to consider whether a further review of tariffs and fees is necessary to focus on reducing the risk of budget pressures.

This may include:-

- Additional charging at new locations
- Adjusting short stay charges

7 An Aird 2 Car Park

7.1 Representations have been received to continue the practice of occupying the An Aird 2 car park for periods off-season to host extended events. Closing the car park for periods in excess of a few days.

As this was previously done when charging did not take place in the car park and the restriction on vending was not in place the legitimacy of this closure was not subject to scrutiny.

With the introduction of all year charging and the implementation of full control of use on the site Members must now give their permission for this practice to continue.

7.2 It is advised that if Members permit the closure of the car park for events it is limited to a maximum period of 1 to 2 weeks at a time between October and May and the agreed policy on fees (Appendix 2) is applied to any applicant.

7.3 Examples of the fee for the closure of the car park:-

Number of Bays	150	Whole Car Park
Period Rate	£5	
Daily Period	1	
Days	15	
Normal Occupancy Reduction	50%	
Admin	£50	£5,675.00
Number of Bays	60	Right Hand Section
Period Rate	£5	
Daily Period	1	
Days	15	
Normal Occupancy Reduction	50%	
Admin	£50	£2,300.00

8 Implications

8.1 Resource – Budget Pressure

8.2 Legal - The requirement to publish a Notice describing any further changes to tariffs.

8.3 Community (Equality, Poverty and Rural) - Consideration has been given to maintain easy and affordable access to shops and services within tariffs proposed.

8.4 Climate Change / Carbon Clever – No implications.

8.5 Risk – Budget shortfall

8.6 Gaelic – No implications.

Designation: Director of Community Services

Date: 14 August 2018

Author: Shane Manning, Principal Traffic Officer

Background Papers: [2018/19 Budget](#)
[Lochaber Area Committee](#)

Parking Tariffs

Ref	Location of Parking Place	Charging Hours	Periods	Tariff
	LPST - Lochaber Season Ticket, HPST - Highland Season Ticket	hms - hours maximun stay		
LOCHABER Off Street				
CP0066	Fort William – An Aird No.1 Lorry & Coach Park	Mon to Sun		
	Motorhomes 8am to 9pm only		Up to 4 hrs	£3.00
	Pay & Display - LPST, HPST	24 hms	Up to 10 hrs	£5.00
	Long Stay		up to 24hrs	£6.00
		ALL YEAR		
CP0067	Fort William – An Aird No.2 - Car Park	Mon to Sun	Up to 2 hrs	£2.00
	Motorhomes 8am to 9pm only	24 hms	Up to 4 hrs	£3.00
	Pay & Display - LPST, HPST		Up to 10 hrs	£4.00
	Long Stay	ALL YEAR	up to 24hrs	£5.00
CP0068	Fort William – Parade Gardens - Car Park	Mon to Sun	Up to 0.5 hrs	£0.00
	Pay & Display	8am to 6pm	Up to 1 Hr	£1.00
	Short Stay		Up to 3 Hrs	£2.00
		3 hms		
CP0069	Fort William – Middle Street - Car Park	Mon to Sun	Up to 0.5 hrs	£0.00
	Pay & Display	8am to 6pm	Up to 1 Hr	£1.00
	Short Stay		Up to 3 Hrs	£2.00
		3 hms		
CP0070	Fort William – Transport Centre - Car Park	Mon to Sun	Up to 2 hrs	£2.00
	Pay & Display - LPST, HPST		Up to 4 hrs	£3.00
	Mixed Use	24 hms	Up to 10 hrs	£4.00
		ALL YEAR	up to 24hrs	£5.00
CP0071	Fort William – Viewforth - Car Park	Mon to Sun	Up to 0.5 hrs	£0.00
	Pay & Display	8am to 6pm	Up to 1 Hr	£1.00
	Short Stay		Up to 3 Hrs	£2.00
		3 hms		
CP0072	Fort William – West End - Car Park	Mon to Sun	Up to 2 Hr	£2.00
	Motorhomes 8am to 9pm only		Up to 4 hrs	£3.00
	Pay & Display- LPST, HPST	24 hms	Up to 10 hrs	£4.00
	Long Stay	ALL YEAR	up to 24hrs	£5.00

Fees & Charges

LOCHABER	Note	Frequency	Fee
Resident's or visitor permits (RP, RVP)		annual	£40.00
Senior Citizens resident's permit		annual	£20.00
Lost or damaged permits		single fee	£20.00
Business and business visitor permits (BP, BVP)		annual	£100.00
Lost or damaged business parking permit		single fee	£50.00
Parking Season ticket Local (LPST)	May be purchased monthly pro rata	annual	£120.00
Business Contract Parking (CP)		Annual	£168.00
COUNCIL WIDE			
COUNCIL WIDE	Note	Frequency	New Fee
Residents Visitor Parking Vouchers	Book of 10 x 3hour periods	single	£20.00
Trades Permit (TP)	Trades Services Providers	annual	£200.00
Essential User Permit (EUP)	Medical , registered domiciliary care etc.	annual	£50.00
Parking Season Ticket Highland Wide (HPST)	May be purchased monthly pro rata	annual	£240.00
General – Service Cost Recovery			
General – Service Cost Recovery	Note	Frequency	New Fee
Suspension of On Street P&D Parking Bay	£50 fixed administration fee plus daily rate	daily fee	£10.00 per day of suspension
Suspension of other On Street bay	£50 fixed administration fee plus daily rate	daily fee	£10.00 per day of suspension
Suspension of an Off Street Car Park Bay (Non P&D) - Minimum	£50 fixed administration fee plus daily rate	daily fee	£10.00 per day of suspension
Suspension of an Off Street Car Park Bay (Pay & Display)	(Fee Calculation used: Number of Bays X (Bay Hourly Rate X Charging period X Number of Days Average Occupancy for location) + Admin Fee (£50). e.g. 1 bay for 5 days if bay hourly rate for car is £1 for 10hrs and average occupancy for location is 70% = 1 (bay) x £1 x 10(hrs) x 5 (days)x 70% + Admin Fee (£50) = £85	daily fee	Calculate as stated for Current Fee No change to Current Fee

Ref	Off Street - Location of Parking Place	CP contract parking LPST,HSPT season ticket	LIVE WKS 2/7/18 - 8/7/18	LIVE WKS 9/7/18 - 15/7/18	LIVE WKS 16/7/18 - 22/7/18	LIVE WKS 23/7/18 - 29/8/18	LIVE WKS 30/8/18 - 5/9/18	LIVE Annual Projected Income (100%)	18.19 Projected SAVINGS (100%)	18.19 Budgeted SAVINGS	Value FREE Time (50p)	Jul-18
CP0066	Fort William – An Aird No.1 Lorry & Coach Park Pay & Display LS Motorhomes 8am to 3pm only	LPST HPST	£1,458.58	£1,636.08	£1,738.27	£1,714.31	£1,657.32	£82,399.94	£63,359.54	£50,000.00		
CP0067	Fort William – An Aird No.2 - Car Park Pay & Display LS Motorhomes 8am to 3pm only	LPST HPST	£643.20	£763.33	£705.29	£961.61	£1,231.32	£39,814.10	£28,831.70	£35,000.00		
CP0068	Fort William – Parade Gardens - Car Park Pay & Display SS		£852.68	£830.81	£892.05	£961.61	£995.95	£44,167.95	£20,529.75	£25,000.00	free 823 paid 2505 total 3328 value £411.50	25%
CP0069	Fort William – Middle Street - Car Park Pay & Display SS	CP	£3,064.31	£3,093.58	£3,222.63	£3,526.35	£3,552.65	£148,095.67	£51,783.01	£101,000.00	free 3974 paid 8340 total 12314 value £1,987.00	31%
CP0070	Fort William – Transport Centre - Car Park Pay & Display MS	LPST HPST	£2,113.77	£2,136.44	£2,341.88	£2,347.68	£2,305.21	£91,250.99	£63,655.59	£100,000.00		
CP0071	Fort William – Viewforth - Car Park Pay & Display SS - Motorhomes 8am to 3pm only		£2,575.35	£3,052.29	£3,068.92	£3,247.70	£3,468.25	£138,103.47	£52,072.03	£107,000.00	free 4862 paid 8445 total 13307 value £2,431.00	37%
CP0072	Fort William – West End - Car Park Pay & Display & Permits LS Motorhomes 8am to 3pm only	LPST HPST	£4,214.60	£4,369.41	£4,408.63	£4,865.53	£5,272.13	£221,916.46	£178,973.36	£125,000.00		
			£825.20	£935.80	£943.70	£1,028.20	£1,040.70	£43,509.20	£49,509.20			
			£15,808.29	£16,818.34	£17,327.43	£18,653.05	£19,524.13	£815,257.77	£508,714.17	£543,000.00	Free	£4,829.50 Value for Jul-18
								£23,579.73	£34,285.83			£57,954.00 year
								Live Monthly Average	£15,153.13			£4,829.50 month
								weekly Budget	£15,384.62	£800,000.00		£1,114.50 week