

Agenda Item	10
Report No	CC/16/24

HIGHLAND COUNCIL

Committee: Caithness

Date: 12 August 2024

Report Title: Caithness Common Good Fund – Invitation to Pay Parking Scheme

Report By: Assistant Chief Executive - Place

1 Purpose/Executive Summary

- 1.1 The operational management costs to deliver the invitation to pay scheme at the 2 sites must be considered and approved by this Committee before being recharged against the Caithness Common Good Fund.

2 Recommendations

- 2.1 Members are asked to **agree** that £2501.00 costs incurred by the Council's Parking Enforcement Team to operate the invitation to pay parking scheme at the Caithness Common Good sites is charged against the Caithness Common Good Fund.

3 Implications

- 3.1 **Resource** – Financial implications are as outlined in this report. There are costs incurred by the Parking Enforcement Team in running the Invitation to Pay scheme at these sites on behalf of the Common Good Fund. These costs should be borne by the Common Good Fund.
- 3.2 **Legal** – This application of Common Good Funds will fall within the competency guidelines set out both in statute and in common law in relation to Common Good Funds.
- 3.3 **Community (Equality, Poverty, Rural and Island)** – No implications.
- 3.4 **Climate Change / Carbon Clever** – No implications.
- 3.5 **Risk** – No implications.
- 3.6 **Health and Safety (risks arising from changes to plant, equipment, process, or people)** – No implications.

3.7 **Gaelic** – No implications.

4 **Income Generated to date**

4.1 To date in 2023/24 the invitation to pay parking scheme at the 2 sites has generated £10531 of income all of which is paid to the Wick Common Good Fund:-

2023/24		Totals
	Total transactions	£6,953
Riverside Wick	Gross Income	£9,341.55
Camps Wick	Gross Income	£1,189.80
		£10,531.35

5 **Costs to be recharged**

5.1 The costs incurred by the Parking Enforcement Team in respect of the operation and maintenance of the 2 Wick Common Good Fund invitation to pay parking sites are as follows:-

Item	Cost
Card Transaction and processing fees	£568
Maintenance agreements 6 payment machines at £400 each per annum	£1,200
Staff Costs to retrieve cash and monitor sites 1.5 hours per week for 12 months	£733
Total costs	£2501

Designation: Assistant Chief Executive - Place

Date: 10 July 2024

Authors: Shane Manning, Principal Traffic Officer

Background Papers: None

Appendices: None