

# The Highland Council

Agenda Item	6
Report No	LA/30/25

**Committee:** Lochaber

**Date:** 10 November 2025

**Report Title:** Fort William Common Good Fund – Parking Costs

**Report By:** Assistant Chief Executive - Place

## 1 Purpose/Executive Summary

- 1.1 The operational management costs to deliver the car parking at the West End car park must be considered and approved by this Committee before being recharged against the Fort William Common Good Fund.

## 2 Recommendations

- 2.1 Members are asked to **agree** that £4249.55 costs incurred by the Council's Parking Enforcement Team to operate the paid parking scheme at the Fort William Common Good site is charged against the Fort William 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 **Risk** - None
- 3.4 **Health and Safety (risks arising from changes to plant, equipment, process, or people)** - None
- 3.5 **Gaelic** - None

## 4 Impacts

- 4.1 In Highland, all policies, strategies or service changes are subject to an integrated screening for impact for Equalities, Poverty and Human Rights, Children's Rights and Wellbeing, Climate Change, Islands and Mainland Rural Communities, and Data Protection. Where identified as required, a full impact assessment will be undertaken.
- 4.2 Considering impacts is a core part of the decision-making process and needs to inform the decision-making process. When taking any decision, Members must give due regard to the findings of any assessment.
- 4.3 This is a monitoring and update report and therefore an impact assessment is not required.

## 5 Income Generated to date

- 5.1 2024/25 the paid parking scheme at the West End carpark has generated £88,637.67 of net income of which £48,750.72 (55%) is paid to the Fort William Common Good Fund.

2024/25		Totals
	Total transactions	27,268
West End carpark	Gross Income	£106,365.20
	Net Income	£88,637.67
	Comon Good Fund 55%	<b>£48,750.72</b>

## 6 Costs to be recharged

- 6.1 The costs incurred by the Parking Enforcement Team in respect of the operation and maintenance of the Fort William Common Good Fund parking site are as follows:

Item	Cost
Card Transaction and processing fees	£5,692.25
Maintenance agreements 3 payment machines at £400 each per annum	£1,200.00
Staff Costs to retrieve cash and monitor sites 1.5 hours per week for 9 months	£834.21
Total costs	£7,726.46
<b>55% of Costs from Common Good Fund</b>	<b>£4,249.55</b>

Designation: Assistant Chief Executive

Date: Ross Bartlett

Author: Principal Officer Traffic and Parking (Acting)

Background Papers: None