

REPORT OF BUSINESS & PERFORMANCE MANAGER

SUBJECT:
MANAGEMENT OF SAUNDERSFOOT AND SOLVA CAR PARKS

Purpose of this report

To consider arrangements for the management of Saundersfoot Regency and Solva car parks for the 2013 season.

SAUNDERSFOOT CAR PARK MANAGEMENT

Members will recall that the day to day management of the Regency Car Park in Saundersfoot was taken over by the staff of Saundersfoot Harbour Commissioners for a trial during the 2012 season. Following only a few minor initial teething problems the arrangement has proved to be even more successful than anticipated. When the arrangement commenced it was anticipated that some £60,000 of net income would be generated by this car park following a poor start to the year. Overall the income from all the Authority's car parks was slightly below the 2011 revenue, but the Regency income finally totalled £76,000 an increase of over 10% compared to last year. This is at least partly due to the regular patrols by the Harbour Commission staff, who also collected and counted the cash, carried out minor repairs to the pay and display machines and collected litter and rubbish on a daily basis.

The agreement with the Harbour Commissioners includes equally sharing of the surplus above the agreed baseline of £60,000. Negotiations are now underway to revise the baseline figure based on the income trends over recent years.

Saundersfoot Harbour Commissioners have indicated that they are willing to continue the arrangement, subject to agreeing a revised baseline and confirming cash collection and banking arrangements.

Recommendation:

Members are asked to APPROVE these arrangements for Saundersfoot Harbour Commissioners day to day management of the Regency Car Park, Saundersfoot.

SOLVA CAR PARK

During consultation with Solva Community Council (SCC) on the refurbishment of the car park, the Community Council asked if the Authority would ever consider passing the day to day management of the car park to them. Following some initial discussions a formal proposal has been received. This has been considered by officers and further discussions have been held.

The main points covered in the proposal are:-

- The car park charges and charging period will remain as in 2012
- SCC will employ the car park attendants
- SCC will ensure the area is kept tidy and litter free and be responsible for small scale maintenance
- SCC will guarantee to charge each day except for a maximum of 5 community event days
- SCC to pay the operating costs currently estimated at approximately £18,000
- Nature and value of costs involved to be agreed
- SCC to take over responsibility of the boat storage
- SCC to be responsible for public liability insurance
- SCC will manage the sale of residents season tickets
- SCC will deal with all complaints about the car park
- The income from the car park after deducting VAT will be shared on a 50/50 basis
- The proposal is for an initial period of one year to be reviewed before a longer term arrangement is considered.

In 2012 the income generated at Solva car park was £46,400 excluding vat. Probably due to the exceptionally poor weather this was lower than 2011 when income reached £54,000. Based on the 2012 figures, the proposed arrangement would result in a reduction of income to the Authority of about £8,000.

However, by passing the operational management to Solva Community Council there would be a non cash savings in staff involvement, in particular

- Recruiting car park attendants
- Day to day supervision of the attendants
- Dealing with requests for residents tickets and issuing these
- Dealing with complaints
- Day to day handling of the cash

This proposal provides the Authority with a rare opportunity for not just closer engagement but also to demonstrate joint working with a community council and the potential to build on closer engagement in other activities. The community council benefit from an increased income which will be used to improve facilities for the community, with plans to upgrade the children's playground already being considered.

Recommendation:

Members are requested to consider the proposed arrangements for managing Solva Car Park and either

- Accept the proposal subject to finalising the details**
- Reject the proposal**
- Provide guidance on an alternative agreement and instruct officers to negotiate on that basis.**

(For further information, please contact Alan Hare, Business & Performance Manager on extension 4810)