

# NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

## Personnel Committee

25<sup>th</sup> February 2019

Report of the Head of Human Resources, Sheenagh Rees and the Head of Engineering and Transport, Dave Griffiths

### **Matters for Decision**

**Wards Affected:** None

### **Staff Parking Review**

#### **Purpose of Report**

The purpose of this report is to seek Member approval to amend the Staff and Members Car Parking Scheme to increase the fees paid by employees/Members by £3.00 per month for full time employees and £1.50 per month for part time employees/Members.

#### **Executive Summary**

This paper sets out the proposed change to the charges for a parking permit, and to authorise officers to add additional car parks to where the parking permit can be used where new car parks are introduced or service provisions change.

#### **Background**

The Council's Staff and Member Car Parking Scheme was revised as part of the Workforce Strategy Collective Agreement in 2013, which introduced pay contributions and a revised pay and grading structure (both of which ceased on 31<sup>st</sup> March 2018), rates were reduced and the current fees becoming operational on 1<sup>st</sup> October 2013 as shown overleaf. In addition to this, the two tariffs were introduced. The Scheme has operated at designated locations since then, namely The Quays, Neath Civic Centre and Port Talbot Civic Centre.

## Current Position

The table below provides information on the current fees that are paid annually by staff and Members:-

<u>Contracted Hours</u>	<u>Annual Charge</u>	<u>Monthly Equivalent</u>
<b>Tariff A</b> 23 hours pw, or more	£144 pa	£12
Less than 23 hours per week	£72 pa	£6
<b>Tariff B</b> 23 hours pw, or more	£198 pa	£16.50
Less than 23 hours per week	£99 pa	£8.25

The table below shows the income generated by the scheme for 2017/18:

Full Time Staff	
£16.50	£12,474
£12.00	£152,064
Part Time Staff	
£8.25	£4,851
£6.00	£9,864
<b>Total (Gross)</b>	<b>£179,253</b>

## Proposed Increase in Parking Fees

The table below shows the proposed increase in charges which would come into effect on 1<sup>st</sup> April 2019:-

<u>Contracted Hours</u>	<u>Annual Charge</u>	<u>Monthly Equivalent</u>
<b>Tariff A</b> 23 hours pw, or more	£180 pa	£15
Less than 23 hours per week	£90 pa	£7.50
<b>Tariff B</b> 23 hours pw, or more	£234 pa	£19.50
Less than 23 hours per week	£117 pa	£9.75

Shown below is the anticipated income that could potentially be generated from a rise of £3.00 per month for full-time Staff and a £1.50 per month rise for part-time Staff, together with a risk matrix. Members should note that the proposed amounts above remain lower than those

which were in operation when the Scheme was introduced in 2010 before the Workforce Strategy Collective Agreement in 2013.

Tariff	Income 2017/18	Projected Income 2019/20	Projected Surplus 2019/20		Risk Factor on 2017/18 Income	Projected Decrease	Projected Income with Risk
<b>Tariff A (FT)</b>	£152,064	£190,080	£38,016		<b>1%</b>	£1,792	£177,461
<b>Tariff A (PT)</b>	£9,864	£13,068	£2,466		<b>5%</b>	£8,962	£170,291
<b>Tariff B (FT)</b>	£12,474	£14,742	£2,268		<b>10%</b>	£17,925	£161,328
<b>Tariff B (PT)</b>	£4,851	£5,733	£882		<b>15%</b>	£26,887	£152,366
<b>Totals</b>	<b>£179,253</b>	<b>£223,623</b>	<b>£43,632</b>				

### **Financial Impact**

The above risk matrix is based on the 2017/18 total income figures across all bands.

### **Equality Impact Assessment**

A Screening Assessment has been undertaken to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010. After completing the assessment, it has been determined that this function does not require an Equality Impact Assessment.

## **Workforce Impacts**

Although Members/employees will have a small additional cost as a result of this increase, the income generated through the operation of this Scheme will assist the Council to achieve the financial savings required as part of the Forward Financial Plan which in turn will enhance employment continuity for our employees.

The trade unions have been consulted on these proposals, however they could not agree to the increase on behalf of their members, particularly in relation to the inequality of the charges as they do not apply to schools and other Council buildings. Therefore the Council will be implementing these proposals.

## **Legal Impacts**

There are no legal impacts associated with this report.

## **Risk Management**

The increase does come with a risk that some Members/employees will withdraw from the Car Parking Scheme. Any loss of income would have to be absorbed by the Parking Account.

## **Consultation**

This item has been included in the Forward Work Programme.

## **Recommendations**

It is RECOMMENDED that Members APPROVE the following proposals to amend the Staff Car Parking Scheme:-

(i) Increase the charge for the permit as follows:-

<u>Contracted Hours</u>	<u>Annual Charge</u>	<u>Monthly Equivalent</u>
<b>Tariff A</b> 23 hours pw, or more	£180 pa	£15
Less than 23 hours per week	£90 pa	£7.50
<b>Tariff B</b> 23 hours pw, or more	£234 pa	£19.50
Less than 23 hours per week	£117 pa	£9.75

(ii) Increase the charge for the permit for motorcycles as follows:-

<b>Contractual Hours of Work</b>	<b>Annual Charge</b>	<b>Monthly Equivalent</b>
23 hours pw, or more	£90 pa	£7.50
Less than 23 hours per week	£45 pa	£3.75

### **FOR DECISION.**

#### **Reasons for proposed Decision**

The income generated through the operation of this Scheme will continue to contribute to the assist the Council to achieve the financial savings required as part of the Forward Financial Plan.

#### **Implementation of Decision**

The decision is proposed for implementation on 1<sup>st</sup> April 2019.

#### **Appendices**

Appendix 1 – Equality Impact Assessment Screening Form  
Appendix 2 – Revised Staff / Member Car Parking Scheme

#### **List of Background Papers**

None

## **Officer Contact**

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