

ANGUS COUNCIL

NEIGHBOURHOOD SERVICES COMMITTEE – 28 MAY 2009

LEASE OF LOCHSIDE, WOODLANDS AND SOUTH LINKS CARAVAN PARKS

REPORT BY DIRECTOR OF NEIGHBOURHOOD SERVICES

ABSTRACT: This Report requests authorisation to market the Caravan Parks at Forfar, Montrose and Carnoustie for lease or management contracts.

1. RECOMMENDATIONS

1.1 It is recommended that the Committee:-

- (i) approve in principle the proposal to enter into a lease or management contract for the three caravan parks
- (ii) approve the advertising of the caravan parks for lease (or management contract) requesting notes of interest and the preparation of a select tender list
- (iii) approve the sending of tender documents to the companies/ individuals on the select tender list
- (iv) note that a further report will be presented to committee in August 2009 to report on the outcome of the tendering process.

2. BACKGROUND

- 2.1 The Council currently operates three caravan parks at Forfar (Lochside), Montrose (South Links) and Carnoustie (Woodlands). In addition it leases the Riverview Caravan Park in Monifieth to I.T.C. (Scotland) Ltd.
- 2.2 The Corporate Services Committee of 12 June 2008 approved the contents and recommendations of the Corporate Property Asset Management Plan (Report 606/08). The Report recommended that the Caravan Parks which are currently operated by Angus Council at Forfar, Montrose and Carnoustie be advertised for lease or management contract – the use of the term lease hereafter in the report will incorporate the management contract option, with a view to the lease(s) commencing prior to the main 2009 caravanning season.
- 2.3 The lease(s) will restrict the operational use of the sites to 11 months annually with a period of closure during the month of February. This condition will be explicit in the lease agreement.
- 2.4 The three Council caravan parks were advertised for lease on 19 December 2008 through the Council's retained external estates consultants Graham & Sibbald. The process allowed external bodies or individuals to bid for one or more sites.
- 2.5 As a result of the lack of standardisation in the tenders, particularly in regard to the use of static caravans it was not possible for Council officers to fully evaluate the information provided. Due to time constraints a decision was taken to allow the parks to be operated by the Council for another season.
- 2.6 A full review of the caravan pitch usage has now been carried out and the results and

recommendations in regard to the numbers of static caravans to be permitted on each site are detailed on appendix 1.

3. FINANCIAL IMPLICATIONS

3.1 The 2008/09 draft final accounts have confirmed that the three caravan parks combined delivered a break even position. Notably as part of the initial tendering exercise carried out in early 2009 all bidders that lodged tenders included a rental payment to the council as part of their submissions. Notwithstanding that these previous bids were based on less prescriptive criteria it is anticipated that the lease of these sites would offer a potential revenue financial benefit to Angus Council.

3.2 Due to the current economic environment combined with other priorities faced by the department, Neighbourhood Services do not have sufficient capital budget to improve the existing facilities. As part of the previous tendering exercise it was apparent that certain tenderers were committed to delivering a significant investment as part of a prescribed improvement plan. It is however recognised that beyond a commitment to develop the communal infrastructure a substantial element of certain bids related to the provision of static caravans. It is anticipated therefore that such an exercise may lead to a capital investment however the extent of this investment will be subject to any additional criteria laid down as part of a tendering exercise.

4. HUMAN RIGHTS ACT IMPLICATIONS

4.1 There are no Human Rights Act implications specific to this Report.

5. EQUALITIES IMPLICATIONS

5.1 The issues dealt with in this Report have been the subject of consideration for an equalities perspective (as required by legislation). An equalities impact assessment is not required.

6. SINGLE OUTCOME AGREEMENT

6.1 This Report contributes to the following local outcomes contained in the Single Outcome Agreement for Angus.

- Sustainable business growth is achieved.
- Growth in tourism is achieved.

7. CONSULTATION

7.1 The Chief Executive, Director of Corporate Services, Head of Finance, Head of Property and the Head of Law and Administration have been consulted in the preparation of this Report

8. CONCLUSION

8.1 It is appropriate to re-advertise the caravan parks for lease to maximise income from and receive the benefits of investment in these assets.

RON ASHTON
DIRECTOR OF NEIGHBOURHOOD SERVICES

NOTE: No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing the above Report.

CommServices/NS/JRZ/AW

Appendix 1

Overview

It is proposed that a management contract or lease is put in place with a successful tender or tenderers to operate all or one of the 3 caravan parks in Forfar, Montrose and Carnoustie for a maximum of 11 months of the year. The caravan parks will be closed for the month of February.

Terms used

A Touring Caravan is one which is usually transported by the owner to different sites during the year for holiday periods not generally exceeding two or three weeks. This includes motor homes.

A Static Caravan is one which the owner places on a particular site, where it remains. It is not removed from site when not in use. It is not towed from one place to another for short periods. (This term can be applied to residential caravans, holiday homes, chalets, log cabins etc)

A Seasonal Pitch is a pitch which is available for hire by an individual caravan owner for the duration of the operating season, at the end of which the caravan must be taken off site.

Lochside Caravan and Camping Site

This award winning park is situated on the shores of Forfar Loch, within Forfar Loch Country Park. Located within Forfar Country Park Lochside is a flat grassy park offering 75 electric hook-up pitches and 5 tent pitches. The park boasts first class toilets and showers, baby bath and laundry room. Disabled facilities are available throughout the park. Adjacent to the park is a splendid children's play area and outdoor attractions including tennis, pitch and putt, crazy golf and football. Various indoor activities are also available at the neighbouring Lochside Leisure Centre. Forfar town centre and swimming pool is within easy walking distance from the park. Forfar is ideally situated to explore the rugged cliffs and sandy beaches of the Angus coastline. The Glens of Angus offer some spectacular hill walking and Glamis Castle the childhood home of the Queen Mother is but 6 miles away.

Occupancy levels 2008

Off Peak

Mon – Thur 37%

Frid– Sun 59%

Peak

Mon – Thur 68%

Frid – Sun 89%

On occasions last year the site was sitting at 100% occupancy.

This site shall continue to be used predominantly as a touring site only with a maximum of 20 sites being offered for seasonal use.

South Links Caravan Park

A warm and friendly welcome awaits you at South Links Caravan Park. The site which is three star graded through the Scottish Tourist Board, offers a high standard of shower, toilet and laundry facilities. The park has a total of 82 pitches which have electric hook-up points and there are also 2 tent areas

within the park. There is ample space for awnings. There is a play area within the site for young children. A path allows easy access from the site to the golden sands of Montrose Beach. A few minutes walk from the site will take you to the 'Seafront Splash' play area. Kids will love playing on the slides, wooden castles and water features. For those who want a less strenuous activity a 9 hole pitch and putt course is located nearby. Other activities within walking distance of the site include Montrose Sports Centre which offers a large variety of sporting activities for all ages. Towards the centre of the town Montrose Swimming Pool offers a heated 25 metre pool and health suite.

The site is also an ideal base for exploring the Angus Glens and surrounding countryside.

Occupancy levels 2008

Off Peak

Mon – Thur 14%

Frid – Sun 19%

Peak

Mon – Thur 53%

Frid – Sun 60%

Highest daily occupancy last year was 88%.

This site shall be used as a touring site with a maximum of 20 statics located on the upper area of this site and a maximum of 20 pitches for seasonal use.

Woodlands Caravan and Camping Site

This scenic and attractive site situated in the grounds of the former Carnoustie house on Newton Road in Carnoustie, 1 mile off the A92 Dundee/Arbroath Road. It is ideally suited for touring the surrounding countryside and Glens of Angus. The park has 46 hook up pitches which can accommodate caravans and mobile homes and there is space for 8 tent pitches. The site has a four star grading through the Scottish Tourist Board and facilities include modern toilet/shower facilities with hair dryers, a laundry room equipped with washing machines, tumble dryers, spin dryers, ironing boards and irons. There is also a recreation room. Adjacent to the site is a children's playground and extensive park area where dogs may be exercised. The town centre is only a short walk away and offers all amenities expected in a local high street. Most of the local hotels offer both bar and full meals and there are also a number of popular restaurants in the town. Within a leisurely 10 minute stroll are Carnoustie Leisure Centre, Carnoustie High School Pool, the sea front and the Championship golf courses for which Carnoustie is famous.

Occupancy levels 2008

Off Peak

Mon – Thur 17%

Frid – Sun 26%

Peak

Mon – Thur 35%

Frid – Sun 56%

Highest daily occupancy last year was 94%.

This site shall be used predominantly as a touring site with a maximum of 10 pitches made available for seasonal use and a maximum of 4 pitches allocated to static's.

EQUALITY SCREENING

Policy Control Document

Name of Policy, Procedure or Report Lease of Caravan Parks

Lead Department/Service Neighbourhood Services

What is the aim of the policy, procedure or report?

Seek approval to market the lease of the caravan parks

Is this a new or a review of an existing policy, procedure or report?

New

Screening Process

Has the policy, procedure or report already been assessed for its impact on people from different racial backgrounds, people of different genders and people with disabilities.

Yes No

If Yes, unless there have been significant changes, no further action is required. Please sign and date immediately below and retain for reference.

If No, does the policy, procedure or report involve or have consequences for the people the council serves or employs?

No

If yes, proceed to Step 1 of the Full Impact Assessment on page 2.

If no, please state why not

All parties protected in the lease agreement

If no, The policy, procedure or report is not relevant and no further action is required.

Please sign and date immediately and keep for reference

Name: Archie Dick

Signature:

Date: 18 May 2009
