

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES & CULTURE**CREATION OF A NEW TEMPORARY PART TIME JANITOR POST AT
BESTWOOD COUNTRY PARK****Purpose of the Report**

1. Bestwood Country Park is managed by the County Council's Country Parks Service. One of its buildings – the Dynamo House – was restored and opened to the public in 2010 with the help of a Heritage Lottery grant. This report seeks approval to set up a temporary part time janitor post for the park, responding to increasing community use of this building.

Information and Advice

2. In 2010 Bestwood Country Park acquired a new facility when the historic former colliery Winding Engine House was restored with the help of a Heritage Lottery grant. The Dynamo House is a single storey brick building nearby in the Engine House complex in Bestwood Village. It houses a small exhibition and back office, a public toilet and a meeting space.
3. A Saturday community-run café now runs in the building, is popular with local people and supported by the local Women's Institute and the Friends of Bestwood Country Park Group. The Friends Group want to expand their activities and this is viewed as a real success in terms of community engagement and importantly fulfils the purpose for which Heritage Lottery funded the project.
4. There is currently no capacity in the existing park staffing structure to service increasing public use of the Dynamo House.
5. The proposal is to divert monies in the park budget currently paid under contract for site cleaning, in order to directly employ a janitor. This role would provide a more flexible and adaptable range of services to the park buildings than just cleaning. The proposed role is to be responsible for keeping buildings on the park clean, tidy, and well maintained, and also to lock and unlock the Dynamo House facility. This will better serve the needs of the park and its customers. A person in the role, around at times that suit the community and park, will also give Dynamo House users a useful point of contact with park staff. The temporary nature of the new post allows flexibility to monitor how well the arrangement works, and to allow for any future changes in parks structure at this time of change.

6. In order for this proposal to be cost neutral, the current internal service agreement between the Country Park and the Landscape and Cleaning DSO would cease. The new janitor would absorb the cleaning work into his or her wider range of duties, and be line managed by the park Site Manager.

Other Options Considered

7. The option of making changes to the DSO cleaning specification was considered e.g. increasing the amount of cleaning time allocated to the Dynamo House. This would satisfy one need. But a janitor post could also lock and unlock premises, provide handyman / woman type services, and carrying out a range of other useful duties, beyond just cleaning.
8. The option of adding duties to the park ranger's or estate warden's role was considered. However, past staffing reductions mean that there is reduced capacity. It would be a more expensive way of getting the work done, as rangers and wardens are paid at a higher rate.
9. The option of doing nothing would negatively affect the community café. To function, it has to pass a periodic Public Health inspection, so cleaning and maintenance standards must be high. Increasing public use of the Dynamo House building is welcome, but creates greater need for daily maintenance, cleaning and safety checks. The 'do nothing' option would conflict with community desire to make more use of a historic building that both Nottinghamshire County Council and Heritage Lottery have invested in.

Reason/s for Recommendation/s

10. The creation of a temporary part time janitor post would be cost neutral, as it can be achieved by internal reallocation of the parks cleaning budget, which amounts to £9700 per annum.
11. It better suits the changing demands of park users.
12. The change would also better satisfy the ambitions of Heritage Lottery and the local community for the Dynamo House. If Heritage Lottery see their targets fulfilled, they are more likely to look favourably on future grant applications.

Statutory and Policy Implications

13. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Crime and Disorder Implications

14. Park rangers are often out and about on site in the 690 acre park. A uniformed janitor around park buildings increases their security and deters casual vandalism. The park

has in the past suffered two major arson attacks and a number of attempted break-ins to park buildings.

Financial Implications

15. The new post will be funded by re-allocation of monies currently paid to the Cleaning DSO and is designed to be cost neutral. As set out below, there is the possibility of a small saving to the service per year.

The current cost of cleaning provided by Cleaning and Landscapes DSO for Bestwood Dynamo House and Winding Engine House including on costs and consumables / materials.	
Total	£13,500
New janitor post directly line managed by the country park manager, including both cleaning and janitorial duties, 20 hours per week @ grade 1, spinal point 8, including on-costs	£9,300
Training	£500
Sundries and consumables	£500
Total	£10,300

Human Resources Implications

16. The post is temporary for one year so brings no additional financial burden to the Authority in terms of redundancy payments. It could potentially provide a redeployment opportunity. The creation of the post is more cost efficient than adding duties to staff on higher grades doing more specialised park work.

Public Sector Equality Duty implications

17. The post would not be suitable for a person with mobility restrictions, due to the number of stairs within the Listed Historic Buildings of Alexandra Lodge and the Winding Engine House.

Safeguarding of Children and Vulnerable Adults Implications

18. The janitor post would not come into contact with unsupervised children or vulnerable adults.

Implications for Service Users

19. The creation of the post would enable a service more responsive to park users and in particular to local residents and park users from Bestwood Village. It would better support the community café run by the Friends of Bestwood Country Park.

RECOMMENDATION/S

- 1) That the establishment of a temporary part time janitor post at Bestwood Country Park be approved.

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Constitutional Comments (SLB 17/04/14)

20. Culture Committee is the appropriate body to consider the content of this report; it is responsible for approving departmental staffing structures as required, subject to HR comments and consultation with the recognised trade unions.

Financial Comments (KLA 25/04/14)

21. The financial implications of the report are set out in paragraph 15 above.

Background Papers and Published Documents

None.

Electoral Division(s) and Member(s) Affected

All.

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