

**NORTH LINCOLNSHIRE COUNCIL**

**REGENERATION CABINET MEMBER**

**BRIGG HERITAGE CENTRE VOLUNTEER COORDINATOR**

**1. OBJECT AND KEY POINTS IN THIS REPORT**

- 1.1 To approve the creation of a new 12-month fixed term post (18 hours per week) to coordinate the volunteers at Brigg Heritage Centre.
- 1.2 An urgent decision is necessary as the Heritage Centre is due to open on 1 June 2012 and we do not currently have sufficient volunteers to staff the Centre.

**2. BACKGROUND INFORMATION**

- 2.1 Brigg Heritage Centre will open on 1 June 2012. It will be located on the first floor of the Angel with displays on the history of Brigg and the Ancholme Valley. The centrepiece will be the 'Brigg Raft', a historic boat dating from c.900 BC. Admission will be free and there will be a small gift shop.
- 2.2 This is the first phase of a major project that will hopefully bring thousands of new visitors into Brigg, boosting the local economy. It will also be a valuable education resource for schools and colleges. The project has been part funded by the LEADER programme.
- 2.3 We are now looking at funding for Phase 2. This will include interactive displays on the diverse landscapes of the Ancholme Valley with a suite of school education rooms.
- 2.4 A team of volunteers will staff the Heritage Centre. These will be trained, managed and mentored by the Senior Tourist Information and Retail Services Officer who manages the adjacent Brigg Tourist Information Centre (TIC).
- 2.5 The Heritage Centre will initially open to the public for four hours a day, Thursday to Saturday with Sunday opening planned from July. We have been successful in recruiting 16 volunteers, but some have said that they

cannot work many weekends during this summer. To open the centre we need at least two volunteers each day.

2.6 This means that for the first few months we may have problems with cover. To help resolve this, we would like to create a new 12-month fixed term post of Brigg Heritage Centre Coordinator. This grade 2 post will work at the Heritage Centre with the volunteers. This way the rotas can be arranged to meet everyone's needs and, if cover is not available, the Heritage Centre will not have to close for the day. This is particularly important on a Saturday when there is only one person at the TIC and on a Sunday when the TIC does not open.

2.7 Once the Heritage Centre is up and running we will hopefully attract more volunteers, who will then take on the day-to-day management of the centre.

### 3. **OPTIONS FOR CONSIDERATION**

3.1 There are two options to consider - to approve the creation of this post or to operate purely with volunteers.

### 4. **ANALYSIS OF OPTIONS**

4.1 **Option 1:** We feel that by creating a coordinator post it will make sure that the Heritage Centre can open every weekend to visitors. This is particularly important in the first few months.

4.2 **Option 2:** If we do not employ a coordinator we would require a significant commitment from the volunteers, this may discourage them from working. There may also be days when no one was available to staff the Heritage Centre and it would have to close.

### 5. **RESOURCE IMPLICATIONS (FINANCIAL, STAFFING, PROPERTY, IT)**

5.1 The cost for this post is £10,651 including weekend enhancements and on-costs. This is for an 18-hour post, which allows time for preparing and securing the building before and after it is open to the public. The post is for 12 months fixed term.

5.2 Infrastructure Services anticipates underspending on its revenue budgets for 2011/12. One way of funding this post is to request a carry forward of £10,600 of this underspend into 2012/13. In the event of this carry forward not being approved, the costs of the posts will be contained within the overall Places budget.

5.3 Arrangements are in place for a telephone line and PC in the Heritage Centre.

6. **OTHER IMPLICATIONS (STATUTORY, ENVIRONMENTAL, DIVERSITY, SECTION 17 - CRIME AND DISORDER, RISK AND OTHER)**

6.1 None

7. **OUTCOMES OF CONSULTATION**

7.1 N/A

8. **RECOMMENDATIONS**

8.1 To approve the creation of a new 12-month fixed term post (18 hours per week) of Brigg Heritage Centre Volunteer Coordinator.

**DIRECTOR OF PLACES**

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Date: 17.05.2012

**Background Papers used in the preparation of this report: None**