

Parkforce

Open Space Supervision

Implementation Plan

(Subject to approval by Cabinet at its meeting on 18th November 2008)

Key Outputs;

- Deletion of the Parks Constabulary in accordance with Council HR policy and procedure
- Joint protocol and contract with Metropolitan Police Service
- Agreement of SLAs between other services, partners and organisations
- Formalising HSP sub group – Parkforce Partnership
- Allocating on-site human resources and co-ordination of related activity
- Launching and promoting Parkforce initiative

The Parkforce ‘model’ is designed to guide Haringey open space supervision through a more innovative partnership led approach aimed at maximising supervision and presence in Haringey’s open space.

Sponsor: Assistant Director Recreation Services – John Morris. Project Manager - Head of Parks & Bereavement Services– Andrew Gill

Objectives

- Implement the consulted Parkforce ‘Model’ following approval at November 08 Cabinet.
- Carry out formal staff consultation with affected staff in line with Council Policy.
- Complete Protocol and SLA documents with key agencies, services and external providers.
- Launch and promote the ‘Model’.

Task/Activity	Start Date	Lead Officer	Target Date	Status	R/A/G/	Notes
Activity Prior to Cabinet Approval 18 November 2008						
First Report to Cabinet (obtain In principle approval to Parkforce model)	2007	Don Lawson	April 2008	Complete	G	
Circulation of report and appendices to stakeholders	Dec 2007	Don Lawson	Feb 2008	Complete	G	
Project Planning Session with Officers	April 08	Don Lawson	April 08	Complete	G	

Task/Activity	Start Date	Lead Officer	Target Date	Status	R/A/G/	Notes
Consultation with Friends Forum	May/July 08	Don Lawson	Sept 08	Complete (formal response received Sept 08)	G	
Initial consultation with staff	Dec 07	Don Lawson	Jan 07	Complete	G	
Continued consultation with staff	Aug 08	Andrew Gill	Sept 08	Complete		
Consultation with MPS	April 08	Don Lawson Andrew Gill	Sept 08	Complete	G	
Consultation with BTCV	August 08	Andrew Gill Paul Ely	Oct 08	Complete	G	
Public consultation	August 08	Juliet Johnstone	Sept 08	Complete (consultation closed 26 Sept 08)	G	
Drafting of Metropolitan Police Service protocol	Sept 08	Andrew Gill	Oct 08	In progress	G	
Finalise cabinet report following response from external/internal stakeholders	August 08	Andrew Gill	Nov 08	Report submitted to Cabinet meeting on 18 Nov 08	G	

Task/Activity	Start Date	Lead Officer	Target Date	Status	R/A/G/	Notes
Activity to Implement Recommendations Agreed at Cabinet 18 November 2008						
Develop communications plan	October 08	Sarah Jones	Nov 08	Outline produced		
Allow for 5 day 'Call In' period	18 Nov 08	All	26 Nov 08	Formal implementation commences 26 Nov 08		
Deletion of the Parks Constabulary and associated tasks to be carried out in accordance with Council HR policy and procedure	26 Nov 08	Andrew Gill (with HR Support)	March 09	Includes formal consultation with staff and trades unions Branch Officials		
Explore options for transfer of staff and/or equipment	Sept 08	Andrew Gill	Dec 08			
Confirm withdrawal of service provision to Alexandra Place Park and Property Services	Nov 08	John Morris	Dec 08			
Arrange meeting with London Boroughs of Islington and Hackney Community Safety portfolio Members, officers and MPS senior officers.	Nov 08	John Morris	Nov 08			
Continue gap analysis and staffing resource allocation by Project Team	Aug 08	Andrew Gill	Ongoing			

Task/Activity	Start Date	Lead Officer	Target Date	Status	R/A/G/	Notes
Finalise contractual arrangements with MPS for supply of SNT officers.	Nov 08	Andrew Gill	Dec 08	Partly depends on funding available through PBPR process	A	
Agree significant open spaces and clusters (with Friends Forum)	Nov 08	Paul Ely	Jan 09	Phase 1 – Green Flag Parks Phase 2 – Other main parks sites		
Determine on site supervision capacity and roles/ responsibilities	Sept 08	Andrew Gill	Jan 09			
Establish a 'Parkforce Charter'	Dec 08	Paul Ely	Feb 09			
Develop approach to extend Urban Environment Community Warden scheme to include parks and open spaces (Parkforce –Volunteers in Parks).	Nov 08	Andrew Gill	Jan 09			
Finalise SLA with BTCV	Oct 08	Andrew Gill Paul Ely	Dec 08			

Task/Activity	Start Date	Lead Officer	Target Date	Status	R/A/G/	Notes
Drafting of SLA with The City of London (Highgate Wood)	Nov 08	Andrew Gill	Jan 09			

Task/Activity	Start Date	Lead Officer	Target Date	Status	R/A/G/	Notes
Drafting of SLA with Childrens Services	Nov 08	Andrew Gill	Jan09			
Finalise arrangements with Property Services – <ul style="list-style-type: none"> council buildings night time security agree strategy for modified lease arrangements for tenancy agreements in parks ensure efficiency savings are achievable 	Nov 08	Andrew Gill	Dec 09			
Ensure alternative provision for evening locking of parks gates	Nov 08	Andrew Gill	Jan 09	Possible add-on to corporate security contract		

Task/Activity	Start Date	Lead Officer	Target Date	Status	R/A/G/	Notes
Presentation of model at Neighbourhood Management Team meeting and Area Based Working Groups	Nov 08	Andrew Gill	Dec 08			
Formalising HSP sub group – Parkforce Partnership	Nov 08	John Morris	March 09			
Altering existing Job Descriptions to fulfil objectives	Nov 08	Andrew Gill	Jan08			
Drafting of Job Descriptions	Oct 08	Andrew Gill	Nov 08			
Advertising for new vacancies	Jan 08	Andrew Gill	April 08 (new staff start)			
Launching and promoting Parkforce initiative	Nov 08	Andrew Gill	Feb 09			
Parkforce model rolled out	1st April 09	Project Team	1st April 09	Phase 1 – current Green Flag Parks		

Task/Activity	Start Date	Lead Officer	Target Date	Status	R/A/G/	Notes
Report to General Purposes Committee on parks Byelaws	Oct 08	Andrew Gill	TBA	Direction depends on outcome of DCLG consultation on byelaws.		