

The National Trust

Thames and Solent Region

Final Outcomes from the London Area Restructuring

Introduction

Following a valuable period of consultation period we have had the opportunity to digest the wide range of responses received and have made the following decisions regarding the future structure of management in London and the operations at Sutton House.

Management structure

1. Reporting lines for London properties - No change from the proposal and the change to take effect from 1 October 2005.
2. The new Sutton House PM role will be based at the Area Office but will spend a day per week at Sutton House.
3. Community Learning Manager will become London wide role but will work a minimum of three days per week on Sutton House related projects.
4. The Community Learning Manager and Learning Officer will carry out one day a week duty management but this will be a Monday when the house is closed.

Changes to the operation at Sutton House

1. Regular commercial room bookings will cease from 1 January 2006 however we will retain the option of letting the meeting room on a Thursday to regular bookers as and when it is available and staff can cover the activity.
2. The single most significant issue arising from the consultation process has been the opening of the café and shop and the impact this might have on the community's perception of the house as being 'closed'. This is a compelling argument. We have therefore decided that the shop, café, gallery and historic rooms will open four afternoons per week (Thursday – Sunday). The shop, café and gallery will open from 12 – 4.30pm Thurs to Sunday. However the historic rooms will open from 12.30pm Thurs to Sunday to allow any activities such as weddings to be clear of the rooms by the time the public arrive. This enables us to standardise our opening arrangements making it clearer for visitors and members. The historic rooms will therefore be open 2.5 hours a week more than at present. The café, shop and gallery hours will be reduced from 27.5 hours per week to 18 hours per week due to their closure on a Wednesday. We will be looking at how the development of the car yard can facilitate separate opening of the café which could enable evening openings.

3. There will no longer be evening concerts and meetings, however, we will retain the option of private views for the gallery dependant of staff cover being available.
4. From 1 January 2006 the Sutton House Music Society will have to assist with the set up and clearing of the room furniture etc for concerts.
5. We will no longer be holding the Spring Craft Fair and will be reviewing the Christmas Craft Fair in the light of reduced staffing.

The impact on staff at Sutton House

1. Existing Property Assistant role is matched to the new Property Assistant role
2. Existing Assistant House Steward role is matched to a new role of Housekeeping Assistant however the hours are reduced from 24 to 18 per week
3. The Retail Assistant role remains within the new structure and the post holder is therefore unaffected. This is primarily in response to concerns raised about lone working.
4. The duties of the Volunteer Coordinator role have been moved to the Custodian and Property Assistant role. This combined with the reduction of the activity relating to the craft fairs means that the Volunteer Coordinator role is therefore redundant.

Other matters

Following successful meetings with the Local Authority and others we are taking forward discussions regarding the car yard; the role we can play in developing cultural activity in Hackney; and we have started to consider a further fundraising campaign to provide a partial endowment for the property.