



1) SALISBURY GARDENS

- a) Following a major refurbishment programme the building's ground floor provides the offices for the Town Council and the Shanklin & Ventnor Neighbourhood Police Team. The two floors above that provide one office for the town's Health Visitors and for nine small businesses. The lower ground floor has a community space and meeting rooms.
- b) The Town Council is responsible for the cleaning of the communal areas and maintenance throughout.

2) PUBLIC TOILETS

- a) The Town Council manages the town's public toilets at the Eastern Esplanade, Marlborough Road, Ventnor Park and Shore Road.
- b) Two part time cleaners are employed for the opening, closing and cleaning of the first three; the other is looked after by a volunteer.
- c) The Town Council is responsible for the maintenance of all four.

3) VENTNOR LIBRARY

- a) The Library is operated as a partnership between the Town Council and the Isle of Wight Council with the Town Council being responsible for running costs and the salary of one member of staff.
- b) The Town Council is also responsible for cleaning the Library but not for maintenance.

4) BEACH SAFETY

- a) The Town Council operates a Beach Safety service from the First Aid Hut on the Esplanade from Easter to the October half-term holiday.
- b) For the last four years it has been managed by the previous holder of this post, requiring significant presence on the beach supported by volunteers. Training will be provided.

5) TRANSPORT

The Town Council owns a small Peugeot Van for the use of the Maintenance Manager.

6) FLEXIBLE HOURS

- a) The established practice is for the Maintenance Manager to be at work for 45 hours a week during the season and 25 hours a week for the other six months.
- b) Salary is paid on the basis of one-twelfth of the annual amount on the 20th of each month throughout the year.
- c) Payment for Emergency call outs requiring additional hours will be included in the salary of the month following their occurrence.