

Public

***Neath Port Talbot County Borough Council  
Cyngor Bwrdeistref Sirol Castell-nedd***

***Democratic Services  
Gwasanaethau Democrataidd***

***Chief Executive:*** Steven Phillips

**Date:** 24<sup>th</sup> November 2020

Dear Member,

**CABINET - WEDNESDAY, 25TH NOVEMBER, 2020**

Please find attached an urgent item for consideration at the next meeting of the **Cabinet - Wednesday, 25th November, 2020.**

9. **Urgent Items**

- a) Christmas and New Year Opening Times 2020. Libraries, Theatres, Community Centres, Margam Country Park, Leisure Centres and Swimming Pools (Pages 1 - 10)

Yours sincerely

p.p Chief Executive

This page is intentionally left blank

**NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

**CABINET**

**25th November 2020**

**Mr Andrew Thomas Head of Transformation**

**Matter for: Decision**

**Wards Affected: All**

**Christmas and New Year Opening Times 2020. Libraries, Theatres, Community Centres, Margam Country Park, Leisure Centres and Swimming Pools**

**Purpose of the Report**

1. The purpose of this report is for Members to agree the proposed opening times for the Christmas and New Year period 2020.

**Executive Summary**

2. Proposed Opening and Closure of facilities over the Christmas Holiday period 2020

**Background**

3. Members will be aware that traditionally over the Christmas and New Year period the opening times of the above facilities are amended to reflect patterns of demand and to accommodate statutory Bank Holidays.

The proposals for opening and closing have a direct effect on front line staff and the arrangements for their annual leave over this period.

The following proposals have been prepared by taking into consideration historical levels of usage of the facilities.

Appendix 1 - Proposed Opening Hours Leisure Centres and Swimming Pools

Appendix 2 - Proposed Opening Hours – Margam Country Park, Libraries, Museums, Theatres and Community Centres.

### **Financial Impact**

4. There are no financial impacts associated with this report.

### **Integrated Impact Assessment**

5. A first stage impact assessment has been undertaken and is appended as (Appendix 3) to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

The first stage assessment has indicated that a more in-depth assessment is not required.

### **Valleys Communities Impacts**

6. There are no Valleys Communities Impacts associated with this report.

### **Workforce Impacts**

7. There are no workforce impacts associated with this report.

### **Legal Impacts**

8. There are no legal impacts associated with this report

### **Risk Management**

There is no Risk impacts associated with this report

### **Consultation**

9. There is no requirement under the Constitution for external consultation on this item.

## **Recommendations**

10. That Members agree the proposals for Christmas and New Year opening and closure for the above facilities as detailed within Appendices 1 – 2.

## **Reasons for Proposed Decision**

11. To ensure that the Council's facilities are available to the public when there is a demand for them to be open and to enable managers to make appropriate arrangements with front line staff over their annual leave.

## **Implementation of Decision**

12. The decision is proposed for implementation after the three day call in period.

## **Appendices**

13. Appendix 1 - Proposed Opening Hours Leisure Centres and Swimming Pools

Appendix 2 - Proposed Opening Hours – Margam Country Park, Libraries, Museums, Theatres and Community Centres.

Appendix 3 - First stage impact assessment.

## **List of Background Papers**

14. None.

## **Officer Contact**

Paul Walker Operations Coordinator . [p.walker@npt.gov.uk](mailto:p.walker@npt.gov.uk)

Tel: 07899923478

This page is intentionally left blank

**PROPOSED OPENING HOURS LEISURE CENTRES AND SWIMMING POOLS 2020**

		24.12.18	25.12.18	26.12.18	27.12.18	28.12.18	29.12.18	30.12.18	31.12.18	01.01.19	02.01.18
		Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
ALFC	Gym	6.00-12.00	Closed	9.00- 1.00	9.00 -7.00	9.00-7.00	9.00-7.00	9.00-7.00	6.00-12.00	Closed	Open
ALFC	Lane Swim	6.30-12.00	Closed	Closed	9.00-7.00	9.00 7.00	9.00 -7.00	9.00 -7.00	6.30 -12.00	Closed	Open
NLC	Gym/Squash	Closed	Closed	Closed	9.00 -4.00	9.00-4.00	9.00 - 4.00	9.00-4.00	Closed	Closed	Open
NLC	Pool	Closed	Closed	Closed	9.00 -4.00	9.00 - .00	9.00 - 4.00	9.00 - .00	Closed	Closed	Open
NSB	Bar	4.00-10.00	11.00-3.00	12.00-10.00	12.00 -10.00	4.00-10.00	4.00-10.00	4.00-10.00	4.00-10.00	Closed	Open
NSC	Gym/Sport hall	8.00 -1.00 Gym only	Closed	Closed	10.00-3.00 - Gym only	10.00-3.00 - Gym only	10.00-3.00 Gym only	10.00-3.00 Gym only	10.00-3.00 Gym only	Closed	Open
PLC	Gym/sports hall/Bowls	Closed	Closed	9.00 -1.30	9.00 - 5.00	9.30 -4.30	9.30 - 4.30	9.30.4.30	Closed	Closed	Open
PSP		Closed	Closed	Closed	8.00 - 4.00	8.30 -4.00	8.30 - 4.00	8.30 - 4.00	Closed	Closed	Open
VON	Gym	Closed	Closed	Closed	8.00-1.00	8.00-3.00	9.00-3.00	9.00-3.00	Closed	Closed	Open
VON	Pool	Closed	Closed	Closed	Closed	Closed	9.00 - 3.00	9.00-3.00	Closed	Closed	Open
Gwyn Hall		10.00-5.00	Closed	Closed	10.00-5.00	10.00-8.00	10.00-8.00	10.00-8.00	10.00-5.00	Closed	10.00-8.00





## Appendix Two

### **PROPOSED OPENING HOURS – MARGAM COUNTRY PARK**

The proposal for Margam Country Park is to close at 1.00pm on Thursday 24th December 2020.

From Saturday 26<sup>th</sup> December 2020 to Thursday 31<sup>st</sup> December 2020; the Park will be open 10am-4 pm, this will include Charlottes Pantry (Takeaway service only)

The Park will be closed on the 1<sup>st</sup> January 2021 and reopen as normal on Saturday 2<sup>nd</sup> January 2021.

### **Margam Orangery.**

The Orangery will be closed during the Christmas New Year period.

### **PROPOSED OPENING HOURS – LIBRARIES.**

#### **Libraries:**

Wednesday 23<sup>rd</sup> December 2020 – Libraries will be open as normal

Thursday 24<sup>th</sup> December 2020 Libraries closed

Friday 25<sup>th</sup> December 2020 Christmas Day bank holiday

Saturday 26<sup>th</sup> December 2020 Boxing Day Bank Holiday

Monday 28<sup>th</sup> December 2020 Libraries closed

Tuesday 29<sup>th</sup> December 2020 Libraries closed

Wednesday 30<sup>th</sup> December 2020 Libraries closed

Thursday 31<sup>st</sup> December 2020 Libraries closed

Friday 1<sup>st</sup> January 2021 New Year's Day Bank Holiday

Saturday 2<sup>nd</sup> January 2021 Libraries closed

Monday 4<sup>th</sup> January, 2021 – Libraries open as normal

#### **Theatres:**

Due to Covid 19 the Princess Royal Theatre and Pontardawe Arts Centre are closed and will remain so during the Christmas and New Year.

### **PROPOSED OPENING HOURS – COMMUNITY CENTRES**

The proposal for Croeserw Community Education Centre is to close from 1pm Thursday 24<sup>th</sup> December 2020 and reopen Monday 4<sup>th</sup> January 2021

This page is intentionally left blank

## Impact Assessment - First Stage

### 1. Details of the initiative

Initiative description and summary: Christmas and New Year Opening Times. Libraries, Theatres, Community Centres, Margam Country Park, Leisure Centres and Swimming Pools 2020
Service Area: Community
Directorate: DELL

### 2. Does the initiative affect:

	Yes	
Service users	✓	
Staff	✓	
Wider community	✓	
Internal administrative process only	✓	

### 3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		✓				
Disability		✓				
Gender Reassignment		✓				
Marriage/Civil Partnership		✓				
Pregnancy/Maternity		✓				
Race		✓				

Religion/Belief		√				
Sex		√				
Sexual orientation		√				

4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		✓				
Treating the Welsh language no less favourably than English		✓				

5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		✓				
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		✓				

6. Does the Initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long term well-being of people	✓		
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	✓		
<b>Involvement</b> - how people have been involved in developing the initiative	✓		
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions	✓		
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse	✓		

7. Declaration - based on above assessment (tick as appropriate):

A full impact assessment (second stage) is not required	<input type="checkbox"/>
Reasons for this conclusion	

The proposal is non-discriminatory.  
 The proposal has no impact on Welsh Language  
 The Proposal has no impact on biodiversity

---

A full impact assessment (second stage) is required

---

Reasons for this conclusion

	Name	Position	Signature	Date
Completed by	Paul Walker	Operations Coordinator		9 <sup>th</sup> October 2020
Signed off by	Andrew Thomas	Head of Service/Director		9 <sup>th</sup> October 2020

This page is intentionally left blank