

Christmas Closure 2012

Officer: Chief Executive Officer

Application

To seek Council approval to adjust the scheduled opening hours of City facilities over the Christmas period.

Background

It has been the practice over a number of years to adjust the opening hours of the City's libraries, Bayswater Waves, Bayswater Health Club and The RISE over the Christmas and New Year period.

Many staff choose to take leave over this period given that a large number of organisations and companies are closed over the Christmas period, the departments can operate with reduced staff. The number of enquiries from members of the public during this period is minimal.

Comment

Given the spread of public holidays this year to accommodate the Christmas period, it is proposed that the Civic Centre, the Max Tulley Galleria Office and the One Stop Shop at The RISE be closed for a portion of the Christmas period.

Bayswater Waves, Bayswater Health Club, The RISE and the City's libraries would operate on reduced opening hours on these dates, as in previous years, in accordance with Policy LB-P01 Libraries Hours of Operation.

There are three options available for Council consideration:

Option 1: No change to City of Bayswater operating hours.

Option 2: That the Civic Centre, the Max Tulley Galleria Office and the One Stop Shop at The RISE be closed on Monday the 24 December and Monday 31 December 2012.

Option 3: That the Civic Centre, the Max Tulley Galleria Office and the One Stop Shop at The RISE be closed on:

- Monday, 24 December 2012;
- Thursday 27 December 2012;
- Friday 28 December 2012; and
- Monday 31 December 2012.

Of the three options presented Option 2 is the preferred option.

Based on the experience of previous years there is limited demand for services at the Civic Centre, the Max Tulley Galleria Office and the One Stop Shop at The RISE during the Christmas period and it is anticipated that closure on Monday the 24 December and Monday 31 December 2012 would not unduly affect the community.

Staff would be required to take accrued leave for the days not worked.

In accordance with standard practice, incidents and emergencies that occur outside of business hours will be attended by the Rangers and Security Officers or the appropriate on call staff.

As in previous years adjustments to the normal operating hours of the City's facilities will be advertised at those facilities, on the City's website, Facebook and Twitter pages and in local newspapers.

Strategic Implications

Nil.

Policy Implications

Policy LB-P01 Libraries Hours of Operation applies to the City's library service.

Financial Implications

The cost of advertising the operating hours in the local paper will be taken from the Administration Media Account 201400 - 4310.

Voting Requirements

Simple Majority Required.

Officer's Recommendation

That Council:

- 1. Approve the Christmas closure dates of Monday, 24 December 2012 and Monday, 31 December 2012.**
- 2. Note that Bayswater Waves, Bayswater Health Club, The RISE and the City's libraries, would operate on reduced opening hours on these dates in accordance with Policy LB-P01 Libraries Hours of Operation.**

Moved:

Seconded:

