

1.0 INTRODUCTION

Opening/working times for Gang Warily Recreation Centre, Jubilee Hall and other Council staff, need to be agreed for the 2022 Christmas period. The below opening times are aimed at minimising the disruption to the Council’s facilities whilst also giving all staff a break over the festive period.

2.0 OPENING TIMES

| Date | Gang Warily | Jubilee Hall | Council |
|--------------|--------------------|-----------------------|----------------|
| Thu 22/12/22 | Normal hours | Normal hours | Normal hours |
| Fri 23/12/22 | Normal hours | Normal hours | Normal hours |
| Sat 24/12/22 | Closed | Closed | Closed |
| Sun 25/12/22 | Closed | Closed | Closed |
| Mon 26/12/22 | Closed | Closed | Closed |
| Tue 27/12/22 | 10am-4pm | Closed | Closed |
| Wed 28/12/22 | Normal Hours | Closed (As per NFDC)* | Normal Hours |
| Thu 29/12/22 | Normal Hours | Normal Hours | Normal Hours |
| Fri 30/01/22 | Normal Hours | Normal Hours | Normal Hours |
| Sat 31/01/22 | Closed | Closed | Closed |
| Sun 01/01/23 | Closed | Closed | Closed |
| Mon 02/01/23 | 10am-4pm | Closed | Closed |
| Tue 03/01/23 | Normal Hours | Normal Hours | Normal Hours |

*This is in line with other NFDC Information Offices - as our staff are already taking annual leave that day, I recommend we remain closed as well. This still leaves two days between Christmas and New Years that the office will be open.

3.0 RECOMMENDATIONS

That the two Statutory days for Council staff are agreed as 24/12/22 and 31/12/22. Any staff not due to work on those days will receive the holiday hours to take at another time.

That the above opening/working times for the 2022 Christmas period are agreed

For more information contact:

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