

Report to the Leader of the Council

Subject: Reopening of Richard Herrod Leisure Centre bar

Date: 1 July 2020

Author: Chief Executive

Wards Affected

Carlton Hill Ward

Purpose

To seek authorisation to reopen the bar at the Richard Herrod Leisure Centre from 4th July 2020 in line with government guidance and as detailed in the report.

Key Decision

This is not a key decision

Recommendation(s)

THAT the Leader of the Council:

- 1) Authorises the reopening of the Richard Herrod Leisure Centre bar to the public from 4th July 2020 as detailed in this report.**
- 2) Delegates authority to the Director responsible for Leisure Services to take all operational decisions and measures necessary to facilitate the re-opening of the bar on 4th July 2020.**
- 3) Delegates authority to the Director responsible for Leisure Services in consultation with the Leader of the Council to take all operational measures and decisions necessary after reopening to ensure the bar operates in line with government guidance.**

1 Background

- 1.1 On 20th March 2020, the decision was taken to close all Council Leisure Centres to the public in order to accord with government guidance on social distancing and to prevent the risk of transmission of Covid-19 in

the Council's leisure facilities.

- 1.2 The government has announced that from 4th July 2020 bars can re-open provided government guidance is followed to limit transmission of Covid-19. The guidance issued to support pubs reopening sets out a range of measures for pubs and restaurants to deploy where possible to become Covid-19 secure for staff and customers and advises that detailed risk assessments are essential when considering reopening of pubs. Some of the measures suggested in the guidance for reopening pubs include:
- Keeping records of customers visiting pubs for 21 days in order to assist the NHS track and trace service
 - Limit capacity to ensure seating can be arranged in line with social distancing of 2 metres or 1 metre with mitigation.
 - Staggering entry times to avoid queues or capacity issues
 - Managing the entry of customers for example through reservations systems.
 - Encouraging customers to use hand sanitisers or handwashing facilities as they enter the venue
 - Providing clear guidance on social distancing and hygiene as people arrive on the premises with signs and visual aids
 - Reducing the number of surfaces touched by staff and customers for example the bar area, and encouraging customers to remain at tables where possible.
- 1.3 The Richard Herrod Centre has been used throughout the Covid-19 pandemic as a humanitarian hub where food parcels have been put together for delivery to elderly and vulnerable residents. This has been predominantly in the Millennium Suite and the kitchen area of the Centre. The work that has been undertaken by staff and volunteers to support this humanitarian effort has been exceptional with typically 80 food parcels a week packed and distributed. At the moment the humanitarian hub continues to operate but is likely to wind down in September.
- 1.4 The bar area of the Richard Herrod Leisure centre is not currently in use and the space is not required by those operating the humanitarian hub. Given the government announcement to reopen bars from 4th July consideration has been given as to how the Richard Herrod bar could reopen safely with risks to staff and customers managed as far as

possible in line with government guidance.

2 Proposal

2.1 It is proposed that from 4th July 2020 the Richard Herrod Centre Bar is reopened to the public. Risk assessments have been carried out and a number of operational measures have been proposed to facilitate a safe reopening. The measures proposed to reopen safely include:

- The main bar will be set out with 10 tables of four, with a maximum of 30 spaces bookable 24hrs in advance by telephoning the centre.
- Seating of 6 customers together is not possible and therefore 2 tables will need to be booked out.
- There will be three 90 minute sessions per day which patrons can book onto, with 30min cleaning in-between each session.
 - Monday to Friday sessions: 2.00pm-3.30pm; 4.00pm-5.30pm; 6.00pm-7.30pm.
 - Saturday & Sunday Sessions 3.00pm-4.30pm; 5.00pm-6.30pm; 7.00pm-8.30pm
- Anybody that turns up who hasn't booked will only be admitted if there is space available and providing that their contact details are obtained.
- Opening times will be reviewed on a regular basis (initially weekly) to ensure that these meet customer expectations.
- There will be no under 18s allowed
- Maximum of 30 people allowed at any one time in order to be able to control aspects of social distancing & minimising queues.
- 1 person per table will be allowed to order at the bar via a controlled 2m queueing system.
- Each customer will be allowed one, 90 minute visit per day.
- Bar staff will work behind a Perspex screen.
- Card payments will be encouraged.

- An announcement will be made after 60 minutes and service will stop 15mins before the end of the sessions to facilitate a quick turnaround at the end of 90mins.
- There is the potential for the restaurant area to be utilised to enable the maximum social distancing possible. However, the initial layout to accommodate 30 patrons does not require the use of this area.
- Limiting the number of people in the toilets at any one time to a single person in each.
- Not showing Sky Sports events which would encourage gatherings

2.2 It is proposed that in order to ensure staff are fully briefed of the changes to the operation of the bar staff training will be delivered on 3rd July 2020. Additional staff will be required to ensure the bar is managed safely and that additional cleaning can be undertaken

2.3 In order to ensure that the Council takes all appropriate safety measures and can manage the situation once the bar reopens, it is proposed that a delegation be given to the Director responsible for Leisure Services to take any operational decisions necessary to ensure that the bar opens in accordance with government guidance.

2.4 After the bar has reopened, there needs to be a continual review of operational measures and decisions to ensure that the bar is operating within government guidelines as they evolve. In order to ensure appropriate decisions and measures can be taken, it is proposed that a delegation is given to the Director responsible for leisure services in consultation with the Leader of the Council to make any operational decisions necessary to ensure continued compliance with government guidelines as they evolve after reopening.

3 Alternative Options

3.1 The bar area of the Richard Herrod Leisure Centre could remain closed, this would prevent the potential transmission of Covid-19 at the premises. The government have now authorised the reopening of public houses from 4th July provided government guidelines are adhered to. Leisure Services have undertaken significant work to ensure that Leisure Services can be reopened and provided to residents wherever possible. The reopening of the bar area will provide a meeting place for local residents and the opportunity to get out and socialise in a safe way.

4 Financial Implications

- 4.1 There are additional costs associated with reopening the bar area safely, these include additional staffing costs and the installation of safety screens in the bar area. The additional staff costs are estimated to be £600 per week with an extra £210 during the 4th and 5th July opening weekend which is expected to be busier.
- 4.2 Income projections for reopening have been made based on 50% occupancy and a spend of £10 per head which results in an estimated income of £1600 per week after costs are deducted.

5 Legal Implications

- 5.1 Whilst the government have announced that pubs can reopen from 4th July 2020, the Council must ensure that regard is had for government guidance and that customers and staff are not exposed to unnecessary risk. The Council does have responsibilities under health and Safety legislation and this includes taking appropriate measures in relation to Covid-19.
- 5.2 Where personal data is taken from customers, the Council need to ensure that the data is taken in accordance with the General Data Protection Regulation 2016 and the Data protection Act 2018. Customers will need to be advised that their data will be held for the purposes of supporting the NHS track and trace service if applicable, as well as to facilitate any booking. Privacy notices will be updated to reflect the capture of data. Further government guidance is anticipated in respect of data collection for track and trace and further legal advice will be given when necessary.

6 Equalities Implications

- 6.1 The reopening of the bar at Richard Herrod Centre provides an opportunity for residents to socialise in a safe way. There may be some risk to those within the protected characteristics of age and disability as the impact on them if infected from Covid-19 is more severe. That said, the risk assessments and measures put in place at the bar are to minimise the risk of infection and provide a safe place for socialising.

7 Carbon Reduction/Sustainability Implications

- 7.1 There may be a few more cars travelling to the site to use the bar, however generally the bar is frequented by people living within walking distance so the impact on carbon reduction and sustainability is minimal. The building itself has remained open and used throughout the pandemic so energy usage at the site has continued and not necessarily reduced

due to Covid.

8 Appendices

8.1 None

9 Background Papers

9.1 Government guidance in relation to reopening pubs at:

<https://assets.publishing.service.gov.uk/media/5eb96e8e86650c278b077616/Keeping-workers-and-customers-safe-during-covid-19-restaurants-pubs-bars-takeaways-230620.pdf>

10 Reasons for Recommendations

10.1 To enable the Richard Herrod Centre bar to be reopened to the public in line with government announcements and guidance.

10.2 To ensure operational decisions can be made quickly to facilitate the reopening of the bar and continued safe operations.

10.3 To ensure after reopening that any changes to government guidance or any operational issues that arise can be addressed quickly and the bar can continue to operate safely.

Statutory Officer approval

Approved by: Principal Finance Business Partner
Date: 2/7/20
On behalf of the Chief Financial Officer

Approved by: Service Manager Legal
Date: 2/7/20
On behalf of the Monitoring Officer