



**Armagh City
Banbridge
& Craigavon**
Borough Council

Leisure Transformation Programme – an update from the Leisure Transformation
Project Team

Staff Engagement –3rd April 2020





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Staff Engagement

We are obviously living in unprecedented times and the Covid-19 pandemic has affected everyone's daily and work lives. This inevitably has an impact on our normal work, including the Indoor Leisure Transformation and SLLC. As we work through this unprecedented situation, we want to assure you that we will communicate with you as effectively and as regularly as we can.

Despite the disruption, we will continue to plan for the opening of SLLC, and to move forward with the Transformation Programme as far as is practicable. Once we get back to times that are more normal it will be important that we can resume service to customers as soon as possible.

We will provide an update on a weekly basis – usually on a Friday, using the Leisure Matters intranet page so that all staff can access from any device.

In this first communication, we will focus on a number of issues: Covid-19 situation, job descriptions, proposed process for filling posts in SLLC, Staff Survey and the South Lake Leisure Centre build.



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Covid-19 situation

Volunteering & Redeployment

A huge number of staff have volunteered through the Council Volunteering link: <https://www.armaghbanbridgecraigavon.gov.uk/staff-expressions-of-interest/>. All help offered is gratefully appreciated.

Line Managers will also be in touch with staff in the coming days and weeks, in relation to redeployment to areas where Council deem it necessary to keep critical services operational. Staff engagement in this process during these exceptional times is appreciated.

Staff communications

To keep you updated on all internal communications regarding the Covid-19 pandemic the following link is available on the Council website:

<https://www.armaghbanbridgecraigavon.gov.uk/staffupdates/> , please log on for regular updates.

Don't forget that you can also ask questions or leave comments by emailing:

joanne.grattan@armaghbanbridgecraigavon.gov.uk

You should also receive a weekly phone call from your line manager to check on how you are, check that you have been able to access Leisure Matters and for managers to answer any questions you may have and to enable you to raise any issues or comments back to the project team.

This is a fluid situation and we will continue to keep you updated.

We thank-you again for your support and cooperation at this time.



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Update for Indoor Leisure staff from the Leisure Transformation Project Team

1. New Job Descriptions for indoor leisure sites (excluding South Lake Leisure Centre)

All roles are currently being drafted and will be with staff for informal consultation as soon as possible.

These job descriptions will be available to view on the Leisure Matters page; staff feedback will be essential and important before we move to the formal evaluation process.

If you have, any feedback/queries on the Job Descriptions, please email:
joanne.grattan@armaghbanbridgecraigavon.gov.uk

2. Proposed process for filling posts in SLLC

- Collective Consultation on SLLC letter posted out to affected employees Friday 3rd April 2020.
- Offers of suitable alternative employment out by 17th April 2020.
- Employee requests for consideration for Voluntary Redundancy to be made by 1st May 2020 (dependent on availability of Voluntary Redundancy and NILGOSC calculations).
- Acceptance of suitable alternative employment offers by 1st May 2020.

- 1-1 formal consultation with employees requesting Voluntary Redundancy during 1st week in May 2020 (dependent on availability of Voluntary Redundancy and NILGOSC calculations).



- Decision on employee requests for Voluntary Redundancy by mid-May 2020.
- Internal recruitment to fill vacant roles is dependent on current Coronavirus situation. TBC
- Leaving dates for employees accepted for Voluntary Redundancy is dependent on current Coronavirus situation: TBC
- Starting dates for new roles in SLLC is pending on current Coronavirus situation: TBC

3. Staff Survey

A new staff survey has been completed and will be distributed to all indoor leisure staff once the Covid-19 situation has been resolved and we return to normal duties.



4. South Lake Leisure Centre Build

Farrans suspend work at South Lake Leisure Centre from Friday 27th March 2020

In light of the continuing and escalating COVID-19 pandemic Farrans have been continually reviewing and amending their risk management strategies in line with government guidance, advice and CDM Requirements relating to: managing ill staff, travelling to and from the site, hygiene and welfare requirements, and social distancing.

Upon review, Farrans made the decision to suspend all work on site in line with The Public Health Notifiable Diseases Order (Northern Ireland) 2020. This will be a planned shutdown over a number of days due to the advanced nature of construction and the complexity of systems that are currently live.

Please be assured that South Lake Leisure Centre (SLLC) remains a priority for the Council and the project team, and Officers are working with Farrans and others to secure clarity around a start-up programme and that will be discussed with Members in due course.

The Operational project team remains focussed on opening on 15th August, and is now meeting, virtually, three times a week to maintain as much momentum as possible. Due to the nature of this evolving situation, this may not be possible depending on how things progress, but Officers will continue to work on the programme to be prepared to accept handover of the building when ready.

Wherever possible Officers will strive towards shortening the period it will take to migrate to and mobilise SLLC, with that proviso that the building can only be opened once it is safe to do so. Officers will continue to keep staff informed and involved in the delivery programme as far as it is practicable.

As the site remains in Farrans possession during the closure, the contractor is responsible for enhancing security and the site will be regularly monitored by Farrans personnel.

Council is very aware that when the site construction restarts this will be a very positive message to the citizens of the Borough and Officers will continue to work

on ways to engage with existing and potential customers during this period, particularly where existing centres are closed.