



**Armagh City
Banbridge
& Craigavon**
Borough Council

Leisure Transformation Programme

Staff Engagement

Weekly update from the 'Leisure Transformation Project Team

5th June 2020



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Staff Engagement

As you are aware that despite the disruption, the 'Leisure Transformation Project Team' continue to plan for the opening of SLLC, and to move forward with the Transformation Programme as far as is practicable.

The team have committed to communicate with our indoor leisure staff as effectively and as regularly as we can.

In this update, we will focus on a number of issues: Covid-19 situation, on-line training update, HR update for staff, SLLC building progress, Watersports centre update, update from the 'Leisure Transformation Project Team, Health and Wellbeing suite SLLC, encouraging members / customers to keep fit and staff questions/queries.



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Covid-19 Update

With the reopening of many of our Outdoor Leisure facilities there has been a renewed sense of activity across many Departments. Staff are taking small steps, adapting and reshaping the way services operate, to continue to serve the citizens of the Borough.

A huge thanks to all the staff teams that were involved in the reopening of services to date, and indeed to all our staff, working throughout the organisation, for your continued commitment to support the organisation throughout this on-going situation.

Furlough and Redeployment Update

By means of an update on Furlough, HR and Payroll have been working together on this and have now furloughed those casuals who work in income related areas.

They are now working through the requirements for redeployment for some of our essential services and HR and managers will be reaching out to staff over the next few days. They will then move to furlough applicable full and part time staff from the income related areas once the needs of those key services are met. I would urge you that if you are able to help in any of the key areas that you agree to do so.

Hand Hygiene

Good hand hygiene is as important as ever in helping prevent the spread of Covid-19. Research shows that washing your hands properly between 6 to 10 times a day could reduce your risk of catching Covid-19 by a third.

With the gradual easing of lockdown restrictions, we cannot afford to become complacent when it comes to preventing the spread of Covid-19.

Virtual Gallery

If you cannot go to the exhibition, then let the exhibition come to you!

Even though the FE McWilliam Gallery has had to shut its doors to the public for a while, you can still view the work in the current exhibition entitled 'Penumbra', which features the work of eight contemporary Artists.

Find out more at <https://bit.ly/2X0nvOg>

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Covid-19 taking it's spot in history

The Museum Services staff are working hard to ensure the many aspects of the Covid-19 pandemic are captured for future generations. The staff would like to ask for your help in gathering anything and everything we have related to the Coronavirus.

Could you please keep any Covid-19 leaflets, information, photographs, videos, stories, community knowledge that you have – further information on how it will be collected will be sent out in due course.

If you have any queries, please email elaine.mcenarney@armaghbanbridgecraigavon.gov.uk

Celebrating our vital volunteers

Next week is Volunteers Week 2020, a very special week celebrating all the vital volunteers who give up their time and energy throughout the year to support their local community. We know Council has many members of staff who are volunteering within work at present, and in local communities, and we would like to highlight this good work. If you would like to take part, please email a photo of you undertaking your volunteering role to communications@armaghbanbridgecraigavon.gov.uk

The Volunteers Gallery

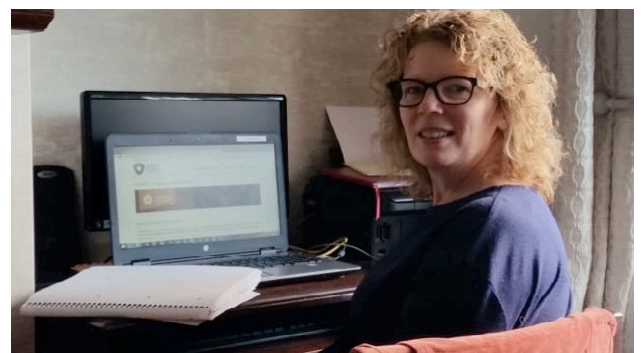
Our volunteers this week are currently helping in the Community Support Hub, operating phone lines and responding to residents who need help at this time.

Here are some of the Leisure and Recreation Department staff who are helping.

Laura O'Hagan



Elaine Devlin



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On-line Training

The on-line training portal launched on the 4th May 2020 for our indoor leisure staff to complete training during this time of exceptional closure.

The training so far has included:

- NOP & EAP training for those staff currently in the three existing Craigavon facilities or staff who will be working in the new South Lake Leisure Centre.
- NPLQ training for **ALL** pool lifeguards, staff need to keep their training/qualifications up to date to ensure that we comply with Health & Safety guidelines. This tra

To gain access to training please follow this link:

<https://www.armaghbanbridgecraigavon.gov.uk/leisureupdates/#trainingportal>

Any member of staff that has failed to complete the training will now be required to attend a full day at one of our 'support sessions' to complete this compulsory training. Mark Wilson will be in touch with those staff members who have not completed this training, if you would like to contact Mark please do so: mark.wilson@armaghbanbridgecraigavon.gov.uk

This training is mandatory for all staff to complete and is vital, as we need to ensure that we are ready to re-open **all** our buildings, including the new South Lake Leisure Centre.

The 'Leisure Transformation Project Team' would like to thank all the staff members who have completed training to date.

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Interview Skills Training

In last week's Communication, we informed you that a new online '**Interview Skills Training**' programme is being offered to indoor leisure staff given the potential employment opportunities that may be arise with the transformation of this service.

The course will equip you with the knowledge and skills on how to:

- Complete a recruitment application form correctly.
- Prepare for an interview taking into consideration the skills, behaviours and experience that will be required for the role.

This is not mandatory training and is open to any staff member interested in enhancing their interview/job application skills.

To date we have had three expressions of interest regarding this training, if you are interested please email michelle.nugent@armaghbanbridgecraigavon.gov.uk

****Please note:** Training will be provided online and details on how to access will be provided once your place has been confirmed.

HR update for staff

Last week we informed you that Council was working on furloughing staff in line with the CJRS and that this process would be in two phases:

Phase 1: All casual workers in income-generated areas have now been placed on "Furlough Leave".

Phase 2: Working is taking place to look at the requirements for redeployment to maintain essential services.

HR and Managers will be reaching out to staff over the next few days to discuss this option. Once this takes place they will then move to furlough applicable full and part time staff from the income related areas once the needs of those key services are met.

If you are able to help in any of the essential service areas that you agree to do so.



One to One Consultations

Thank you to all staff for their input in the one to one consultations. We appreciate your efforts to make decisions during these difficult times and communicating with us in new ways by Skype, Whatsapp and Zoom.

We will now move to the next stage of the process and will have a final consultation with you in the next 4 to 5 weeks.

Please keep up to date with Leisure Matters over the coming weeks for updates, training opportunities and recruitment.

SLLC building progress

As you are all aware, Farrans commenced work a number of weeks ago at the new South Lake Leisure Centre. Work continues on the site with Farrans ensuring that all work in accordance with all Government guidelines in relation to the Covid-19 situation.

Work continues at pace on site and the pictures below should just a small sample of the work ongoing at the moment;



Car park being laid



Floor started in sports hall

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Lockers ongoing



Squash court glazing

Tiling around 50mt pool walkway



Electrical work continues in Gym



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Watersports Centre Update

As you are all aware, the Watersports Centre is an integral part of the new SLLC building with a new specialist facility provided.

The new Watersports Centre facility provides number of features to assist these staff members to run the activities that they have on offer:

- Separate changing rooms dedicated to watersports participants.
- Office/changing accommodation for staff.
- Storage for equipment.
- Drying room for wet gear.
- Briefing room: allowing staff to speak to participants before they take part in any activity.
- Access on to the slipway; therefore not having to take participants through the building.

The Watersports Centre remains closed at this time until Government advice has been received on this issue; however, as some of the outdoor facilities have re-open these staff members are now working elsewhere within the service at this time.

Update from the 'Leisure Transformation Project Team'

Last week the 'Leisure Transformation Project Team' gave you some information regarding some of the project that we have been working during the closure on a number of projects in relation to indoor leisure across the Borough.

One of the projects has included how we are going to raise awareness of the new SLLC centre, when it opens and deliver a pre-sales campaign.

Working closely with the Communications & Branding and the Business Support Team the marketing/branding themes, offers and artwork have all been finalised these will be released soon.

Using data on our current membership base and localised data available the campaign will be specific to potential user groups. To achieve the best results a wide range of different platforms will be used and will include; digital marketing such as social media, google ads, adverts in bus

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shelters and magazines. The hard work that has gone into producing the campaign will get South Lake Leisure Centre off to a great start.

The marketing and branding themes agreed will then be adapted for use across all of our indoor centres to ensure that we are delivering a consistent and harmonised approach for the services that we deliver.

Health and Wellbeing suite SLLC



Last week Council invited suitably qualified and experience practitioners to register their interest in working from the health and wellbeing suite at South Lake Leisure Centre on a self-employed basis.

As you are aware, a variety of treatments will be on offer in the health and wellbeing suite, with therapists offering nail, beauty treatments, face and body treatments, holistic therapies, physiotherapy, aesthetic treatments, and complementary therapies.

To date we six therapists registering their interest with us.

We are keen that this information should be shared with as many people as possible, so please feel free to share as widely as you can.

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If you or anyone that you know would like to register interest and receive further information on this exciting opportunity, please go to: <https://getactiveabc.com/south-lake-leisure-centre/health-and-wellbeing/> for more details or email Joanne Martin: Joanne.martin@v4services.com

The range of treatments and operational model will be finalised following a market engagement exercise that will take place through June 2020. Interested parties must register their interest before **19th June 2020** in order to participate and assist the Council in defining the final delivery approach and customer offer.

Encouraging members/customers to keep fit

As you are all aware that Council has been encouraging our members/customers to keep active whilst they stay at home. We all know that having a regular exercise slot added into a daily routine helps boost mental wellbeing and improve physical health.

This week the Chief Executive released his latest video briefing that highlighted the SLLC build and profiled the work undertaken by members of our Health and Recreation staff during close down.

Please take time to view this video; if you have not seen it:

<https://vimeo.com/424796733/0c46651280>

The Chief Executive has asked that we pass on his compliments to our staff:

‘I was delighted that you and your teams work was able to be profiled, the online content has been fantastic.’

‘I have been really inspired and encouraged by the team over the last number of weeks and have watched our content and looked at what others are doing – we are miles ahead. I would encourage the online content as (like me) there are many people who can’t necessarily find the time for a gym and it’s a great resource to be able to avail of at home or when you choose.’

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The 'Leisure Transformation Project Team' would like to say thank you to everybody involved in creating the wide range of fitness routines and it is great to receive recognition for all your hard work.

The team recognise that it has not been easy at times to create this online resource, but you have achieved and produced a high quality resource. This has allowed us to stay engaged with our members/customers to encourage them to continue to keep to working out at home during this time.

Special thanks to Diarmaid who has been beavering away in the background providing the technical know ensuring that our online content is both high quality and brilliant!

If you would like to get involved;

Please contact Paul Coleman: paul.A.coleman@armaghbanbridgecraigavon.gov.uk

Staff Questions/Queries

The 'Leisure Transformation Project Team' are interested in hearing from you, if you have any questions/queries or have a specific issue that you would like us to address during this unusual period of closure, please contact: joanne.grattan@armaghbanbridgecraigavon.gov.uk with the detail.