



**Armagh City
Banbridge
& Craigavon**
Borough Council

Leisure Transformation Programme

Staff Engagement

Weekly update from the 'Leisure Transformation Project Team

14th August



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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: on-line training update, HR update, 'Leisure Transformation Project Team update and staff questions/queries.



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On-line Training

Covid-19 Lifeguard Competency Assessment Training continues with Staff in preparation for the reopening of the swimming pools; further dates will be confirmed.

This training will continue over the next few weeks so to ensure high standards are maintained.

SLLC on-site training

Work is now underway to pull together a 3 week training plan for the onsite site specific training in September 2020.

This will include training in the following areas for staff;

- Disability & Equality Awareness Training.
- Autism Training.
- Customer Care Training.
- Code of Conduct Training.
- Safeguarding.
- Evacuation chair training.
- Environmental Management System.



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HR update for staff

Programme of courses

Learning & Development have put together a brief programme of courses for July and August; just to remind you about these courses.

They will be run remotely and you will be able to complete them from your laptop, iPad, smart phone etc.

The courses are a mixture of skills based training and some wellbeing modules to help support you in these challenging times.

If you are interested in any of these courses, you can book a place in one of the following ways:

- Through the Booking Bug - <http://abc-svr-intra.abc.local/human-resources>. *(Courses are listed under Microsoft Courses and Personal Development)*
- Emailing HRTraining@armaghbanbridgecraigavon.gov.uk
- By phoning Craigavon HR Office on [028 38312498](tel:02838312498) and speaking to either Karen Baxter, Nicola Watt or Maria McConville.

Places are limited and will be allocated on a first come, first serve basis.

The courses are being facilitated via Zoom, which you will need to download. You will then be forwarded a link for access.

Please ensure that you leave us an email address or mobile number when you book your place (if you are not using a work email) so that the link can be forwarded. Your details will only be used for the purposes of sending you the training information (which will come via the Provider or HR) and will not be shared with anyone else.

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Recruitment

The following roles are currently advertised externally:

- Housekeeper.
- Customer Advisor.
- Operations Manager.

Swimming Teachers & Leisure Assistants will be advertised in local press week commencing 17th August 2020.

Casual Access NI & Occupational Health Review

All casuals wishing to transfer to SLLC will receive correspondence in the next two weeks to complete an AccessNI application – please complete as soon as possible and return documentation as requested within your letter.

Occupational Health appointments for Leisure Assistants & Swimming teachers have been scheduled on the following dates (17th, 18th & 24th August 2020), you will be contacted by telephone to arrange an appointment.

Failure to attend will result in a delay in commencing in your role in SLLC.

Permanent Staff – Transfer to monthly payroll and new role in SLLC

All staff will transfer to their new role no later than 10th September 2020.

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For staff who are currently on weekly pay please take note of the following;

You will receive your last weekly payment on 17th September 2020, after this date you will transfer to monthly pay with effect from Monday 28th September 2020. Then you will receive payment from 17th to 31st September 2020 and will then receive a full month's pay from October 2020 onwards.

Feedback sessions

Feedback sessions will be offered after shortlisting and interview for candidates who are unsuccessful – if you require feedback please contact Michelle Nugent to arrange a feedback slot with the panel.

If you have any questions please contact Michelle Nugent at Michelle.Nugent@armaghbanbridgecraigavon.gov.uk

Update from the 'Leisure Transformation Project Team'

The 'Leisure Transformation Project Team' would like to give information regarding some of the projects that we have been working during the closure on a number of projects in relation to indoor leisure across the Borough;

Re-opening of swimming in our indoor leisure facilities

As you are aware we reopened a number of swimming pools in the Armagh, Banbridge and Craigavon Borough Area on Thursday 7th August 2020, with restricted times for public swimming.

- Cascades Leisure Complex initially was to open for public swimming only on Saturday's; however, days have been added due to demand.

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Cascades Leisure Complex

The swimming has proved a popular with our customers (public and Clubs), it was lovely to see them back in the facilities again.

Extended swim programme

During this initial opening phase members so the public over the age of 16 were allowed to swim on an individual basis, lane swimming only; however, this is now being extend the swim programme on offer to the customer.

Obviously due to the Covid-19 there will be a number of restrictions, which include:

- **Family group;**

Family/Household groups will be able to hire a lane or a section of a small pool from 24th August 2020they belong to a “social bubble” - they do not have to social distance in the water, but they all must stay in their allocated area.

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There will be:

- 2 X Family Swim Sections available in each facility.
- Max 6 people per section – 2 X Booms segregating the two families.
- Our Normal Child to Adult Ratio Policy Applies:

1 Adult to 2 Children under 4yrs

1 Adult to 3 Children between 4-7yrs

Effectively 3 adults could come with 3 children or 4 with two children but not our concern if they are in a family bubble

- Booking in advance by one member of the family.
- Restrictions to changing facilities; however, showering after swims will be facilitated from 24th August 2020. (Showers will be cleaned by staff between swim sessions). (We will continue to ask all swimmers to shower at home before swimming – we are not opening pre-cleanse showing until further notice).
- Staff on poolside just need to make sure that the policy is being adhered to.
- The charge for the family swim will be £8.70 regardless of 2 or 6 people.



- **Lane swimming for under 16**

Lane swimmers from 8 years of age to 15 years of age will be facilitated from 24th August 2020.

- i. These will be separate “under 16” sessions in each centre’s programme.
- ii. The 8-15 year old can be accompanied (in the lane swimming) by one responsible adult only, also lane swimming and social distancing.
- iii. Parents or adults who bring 8-15 year old to centre, and who are not the one accompanying adult in the water, cannot wait in the centre - (except the open café area at OLC) - they should wait outside the centre as we are not opening up spectator areas or seating areas).

- **Aqua-Aerobics**

Sessions such as aqua aerobics (16 and over) will be facilitated (subject to instructor’s availability at each centre) from 24th August 2020.

Health and Wellbeing Suite - SLLC



This week council launched a competitive process for suitably qualified and experienced practitioners to tender for a Treatment room or a Nail/Pedicure bar within the Health and Wellbeing Suite. The detail of this is:

Treatment areas are being tendered in LOTs whereby:

LOT 1 – large treatment rooms (where there are 3 available)

LOT 2- small treatment rooms (where there are 2 available)

LOT 3 – manicure and pedicure bars (where there are 2 sets available)

The HWS offers a staffed reception, a Vitality pool, steam, sauna and relaxation suite for Therapist's customers to use*

To register and be part of this fantastic opportunity please email your interest to:

hws.procurement@armaghbanbridgecraigavon.gov.uk

Deadline for registrations is 25 August 2020.

For further information go to:

[**www.https://getactiveabc.com/south-lake-leisure-centre/health-and-wellbeing**](https://getactiveabc.com/south-lake-leisure-centre/health-and-wellbeing)

If you know anyone who would be interested please share this information.

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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