



Message from the Chief Executive Althea Loderick

I want to extend my ongoing thanks to you all! The current situation is incredibly difficult for people in terms of their physical and emotional wellbeing and I know all staff are working above and beyond the call of duty to support residents, particularly the most vulnerable, often while trying to care for friends and family.

This update has been created specifically for staff who don't have access to council IT systems so that we can keep you up-to-date on general news about Coronavirus and any issues specific to your service. Please check the new staff pages on the website: www.Newham.gov.uk/staffinfo regularly for updates.

Thank you!

Coronavirus (Covid-19)

Keeping you in touch

- This is a slide-based briefing which should be cascaded to all staff through line management chains and shared / discussed with all those who are not on email at weekly or daily briefings. It is issued to Managers at least 2x per week on Tuesday and Thursday, or more frequently as required.
- It can be also be accessed on the new staff information page: www.Newham.gov.uk/staffinfo
- More detailed information and guidance is on the **new Covid19 pages** on the Intranet and managers should ensure all staff (who have email) are able to access it.
- **This briefing covers:**
 - Latest national / regional / local figures re cases
 - Latest guidance and advice
 - Key messages for staff in Newham

National and local status

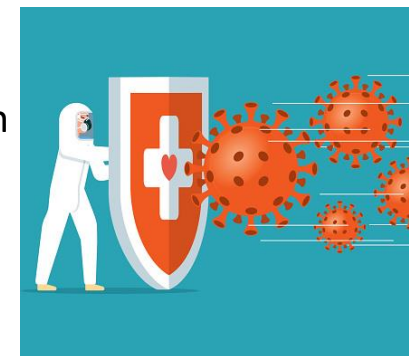
The number of infections continues to grow, as of **4.02pm on 17 June 2020**:

- **299,251 cases** of coronavirus have been confirmed.
- There have been **42,153 deaths** in the UK.
- Newham has **1,010 confirmed cases**.
- We have had to reduce some council services to support social distancing or due to lack of staff.



Return to work update: 18/06/2020

- Many of you have **continued working at Council sites and Help Newham hubs throughout the Covid-19 crisis**, providing vital support & services for residents.
- From this week, there will be **some small changes as the number of people working onsite will increase slightly**, as a limited number of colleagues that can't perform their role effectively from home are returning to their place of work. **Numbers coming into work will increase further over the coming weeks, as services such as libraries and youth centres reopen**, and as we allow some staff with a wellbeing need to return to the office, for at least a day a week.
- Our **overall approach** is still based on the following two principles:
 - 1. If an **employee is able to effectively undertake their job role at home**, then in line with government guidance, they will not be asked to attend the workplace.
 - 2. If a **manager needs to ask an employee to attend the workplace, that workplace will be "Covid-19 secure"** and all required health and safety measures, including risk assessments and training, will be in place.
- Those returning onsite working will find **'Covid-19 secure' workplaces, within which social distancing** will be observed and new protocols will be observed for travelling around buildings, cleaning workstations and using shared facilities such as kitchen equipment and printers.
- We are doing everything we can to ensure that your health and safety is protected and that the **risk of you contracting Covid-19 at the workplace is minimised.**



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Travel to work update: 18/06/2020

- To stay safe and reduce the risk of spreading or contracting Covid-19 when travelling to & from work
- **Avoid using public transport if possible** and walk, cycle or scoot instead if you can
- **If you must use public transport, please try** and
 - **Avoid travelling at peak times**, TFL have recommend avoiding 5.45-8.15am and 4-4.30pm. To help you the core hours of 10am-4pm have been relaxed.
 - **Avoid using your car** if possible
 - **Wear a face covering** (mandatory on public transport from 15th June)
 - **Keep 2 metres apart** from others where possible
 - **Wash your hands** before and after your journey
 - Carry an **anti-viral hand sanitiser** or use sanitiser points at stations
 - **Use contactless** or Oyster to pay for your travel



Travel to work update: 18/06/2020

- If you chose to travel to work by car, **parking at your destination will be very limited**. Priority will be given to vulnerable groups who cannot work from home and must travel to work.
- Staff with parking spaces allocated at Dockside should not have been charged for the month of May and we are **maintaining a no charge policy at Dockside until August 2020** when we will review the position.
- For the small number of staff that do need to travel into work by car for **short periods such as 1 or 2 days there will be no charge for parking at Dockside** but before you travel you must email business support in advance BusinessSupport.CarPark@newham.gov.uk
- All staff **currently allocated a space will be able to retain it** but if you wish to cancel your Dockside car parking please email BusinessSupport.CarPark@newham.gov.uk and copy in Payments.Control@newham.gov.uk
- For those staff considering cycling to work - **The Cycle to Work scheme enables you to save money on a new bike** and accessories while spreading the cost over 12 months.
- The scheme is open to **permanent employees and employees on a fixed term contract with at least 12 months remaining**. For more information www.cyclescheme.co.uk.



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General updates for staff 18/06/2020

- The next **#AskAlthea** is today (Thursday, June 18) at 2pm. Register on the link and think of a question you would like Althea to answer – nothing is out of bounds
<https://www.eventbrite.com/e/askalthea-a-virtual-town-hall-for-all-staff-in-newham-council-tickets-109601872150>
- The **Borough Emergency Control Centre (BECC)** is looking for volunteer staff to support the Emergency Planning Team to deliver and coordinate our response and services that we deploy during critical times, such as flood emergencies, fire evacuations or severe weather responses.
- The Emergency Planning Team **require 6 BECC Managers and 12 BECC Officers**. Training will be provided for all volunteers and please note; as this **role requires abstraction from your daily work duties, it is compulsory that volunteers have approval from their line managers to proceed**.
- If you would like to register your interest to volunteer as BECC staff or find out more about this role, please contact Asha Leal, Resilience Manager on asha.leal@newham.gov.uk / 020 3373 1487.
- Staff are reminded that if you need advice or support, please **ask for help at any time**. You can access our Employee Assistance Programme www.employeeassistance.org.uk (access code: Newham), with freephone access **24 hours-a-day, 365 days-a-year to counsellors and advisors** on 0800 328 1437 (minicom: 01482 661 814). You can also contact hr@newham.gov.uk and ask for a chat with a Mental Health First Aider.



Staff and volunteer morale boost!

- Patrice Appiah has been redeployed from the **Civil Enforcement team into our community hubs that are packing and delivering the food packages out to vulnerable residents** during the Covid-19 pandemic. Every morning, after their daily briefing, **Patrice leads a mini work out for the staff and volunteers**. The workouts are apparently **hilarious and great for staff morale** - well done Patrice!



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