



## Message from the Chief Executive Althea Loderick

I want to extend my ongoing thanks to you all. The past few months have been incredibly difficult for people in terms of their physical and emotional wellbeing. As services begin to reopen, we are asking a very limited number of colleagues to return to the workplace, to join the many that have been undertaking front-line duties throughout the Covid-19 pandemic. While a small number of you will be returning, many of you will continue working from home. We want to ensure we continue to support you regardless of where you are working. I know all staff are working above and beyond the call of duty to help us continue servicing our local community.

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](http://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](http://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 **4.20pm on 24 June 2020**:

- **306,862 cases** of coronavirus have been confirmed.
- There have been **43,081 deaths** in the UK.
- Newham has **1,014 confirmed cases**.
- We have had to reduce some council services to support social distancing or due to lack of staff.



# Message from the Mayor 25/06/2020

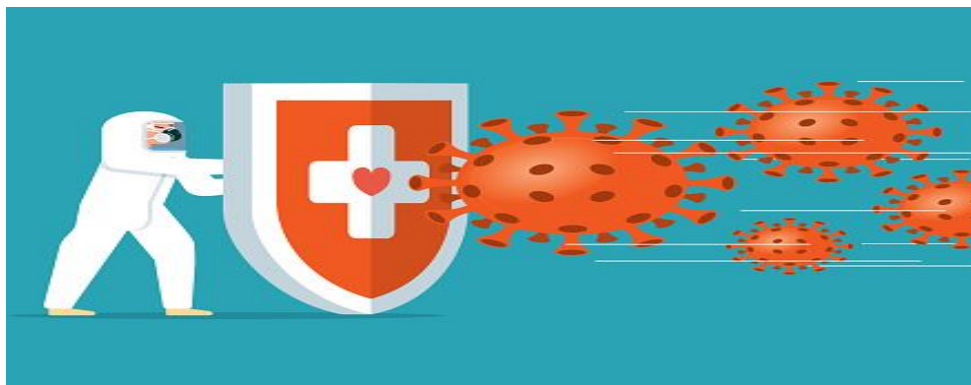
- **The Mayor Rokshana Fiaz has sent an all staff update** and will hold another Zoom call for staff next week. (details to be provided in the next update).
- She said: “I’ve been keeping abreast of all the great stuff that you’ve all been doing over these past 3 months..... **I’ve been so impressed and genuinely indebted to everything that you’ve all be doing in keeping Newham going for all our residents.** Our combined efforts have meant that we’ve been able to **support our most vulnerable** through the Help Newham local hub and through our other support services including the work our Public Health team are driving, Children and Young People Services, Brighter Futures and Adult Social Care (who have been especially amazing and literally life-saving); and our housing and refuse services.”
- You can keep up to date with all the Mayor’s updates online: <https://www.newham.gov.uk/coronavirus-covid-19/covid-19-latest-news-statements/1>
- Rokshana also highlighted an announcement issued by the Mayor of London, Sadiq Khan, about **proposals to move City Hall to the Crystal Building in the Royal Docks**, subject to a 6-week consultation. The plan would be to move to Newham at some point in 2021.
- Read more about the announcement: <https://www.london.gov.uk/press-releases/mayoral/mayor-to-consult-on-relocating-city-hall>



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# Return to work update: 25/06/2020

- As some staff return to work, we are reminding you to **please be mindful** of the social distancing guidelines and not put others into the awkward position of having to ask you to move away.
- Our **office and work places have been made Covid safe** to protect us all and this work continues across all Council sites.
- Remember that **room layouts have been carefully arranged, please do not change the seating arrangements** as they have been designed to ensure social distancing and to limit risk of infection.
- Watch videos of the new social distancing measures at Bridge House and Beckton Road.
- **Bridge House:** <https://vimeo.com/429199707/35a8c9de7d>
- **Beckton Road:** <https://vimeo.com/429076338/e797f3c2d3>
- Don't forget our **overall approach** on working 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.



# Staff update: 25/06/2020

- While we explore a ‘new normal’ following this pandemic, the one thing people have valued is **connecting with people and having meaningful conversations**.
- We are looking for **colleagues from across the council** to develop, or perhaps enhance your skills, in wellbeing conversations through **Time to Talk – A Conversation Worth Having**.
- **The training sessions** will cover focused conversations, reflection to resolution, restorative approaches, simple tools and techniques, anxiety, resilience and growth, impact of Covid-19 and will draw local, national and international research.
- There are **6 training sessions in total – 1.5hrs per session** (they will be on Zoom initially - Tuesdays 9.30am-11am and Wednesdays 3pm-4.30pm. If you are interested email: [wellbeing@newham.gov.uk](mailto:wellbeing@newham.gov.uk). If you would like to find out more about this programme please contact [kevin.feaviour@newham.gov.uk](mailto:kevin.feaviour@newham.gov.uk) or [Maria.healy@onesource.co.uk](mailto:Maria.healy@onesource.co.uk)



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# Staff update: 25/06/2020

- HR have been busy over recent weeks **developing and changing work place practices** to reflect the new reality of how we are now working due to Coronavirus.
- HR guidance that is '**protecting yourself and others**' has been launched on the intranet this week and includes:
  - Absence recording
  - Casual and agency staff (pay and working arrangements)
  - Social distancing, Shielding and the vulnerable
  - Annual leave
  - Isolation, test and trace
  - School and nursery closures.
- The guidance **documents are currently available on the intranet only**. Please contact your line manager for access to these important HR documents.
- This week marked **Windrush Day**. We want to capture people's **Windrush stories and memories for future generations**. If you, a family member or a friend, want to share a story, poem, or a photograph of any pictures, artefacts and other memorabilia that depict life during that time, please send them to [monica.thomas@newham.gov.uk](mailto:monica.thomas@newham.gov.uk) for inclusion in an online archive.

# Reminders for staff: 25/06/2020

- 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](http://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](mailto:hr@newham.gov.uk) and ask for a chat with a Mental Health First Aider.
- 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](mailto: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](mailto:BusinessSupport.CarPark@newham.gov.uk) and copy in [Payments.Control@newham.gov.uk](mailto: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](http://www.cyclescheme.co.uk).



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# Thanks to the Enabled Living Team

- This week is Deafblind Awareness Week and Dee Macfarlane who identifies herself as partially sighted and partially deaf, gives her account of how she has coped during the pandemic.
- *“The pandemic took away my independence.*
- *“Enabled Living kept in touch with me on a weekly basis to discuss my worries and checked I had everything I needed. They helped me to register for the food parcels with Newham Council. I was extremely grateful for this service by Newham, and these parcels helped me feel at ease that I didn’t need to worry about shopping for food.*
- *“I’ve always felt Enabled Living have been at the end of the phone to help... If it wasn’t for the support they gave me I would have had a different attitude towards the virus. I always knew they were there for me. Knowing that there is support there and to understand my support network, made me cope better with the dreadful pandemic. I’m grateful to Enabled Living, that I found they were there when I got depressed and I could just ring and talk. It gives me great comfort to know that they will be there for me.”*



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