



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 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 once a week on 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 **4.01pm on 01 July 2020**:

- **313,483 cases** of coronavirus have been confirmed.
- There have been **43,906 deaths** in the UK.
- Newham has **1,017 confirmed cases**.
- We have had to reduce some council services to support social distancing or due to lack of staff.



Return to work update: 02/07/2020

- While the Government has announced some easing of lock down arrangements, as far as working at Newham remains the same:
 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”** & all required health & safety measures, including risk assessments & training, will be in place.
- We are putting our **employees’ Health and Safety first and that means where 2m social distancing is in place it is maintained.**
- We are not going to allow more desks to come into operation, or to ask staff to work closer together.
- In some **very specific circumstances** (e.g. where more than one staff member travels in a car together for work) the **2m social distancing measure is not practical**. Where this is the case, service managers will be reviewing operating procedures and **ensuring that appropriate mitigating measures** (screens, seating arrangements, protective equipment where necessary) are in place.
- You can find our latest HR guidance documents on returning to work on the staff website page: www.Newham.gov.uk/staffinfo



Staff update: 02/07/2020

- **Volunteers wanted!** We have **2 distribution hubs** within the borough where staff and volunteers are helping to **pack boxes of food and deliver them to residents who are in need** due to the Coronavirus pandemic.
- We need of more help – if you or anyone on your team **can spare even half a day to help** with this fantastic project then please contact rebecca.taylor@newham.gov.uk with your availability. **The 2 locations are Stratford Town Hall and St Mark's Industrial Estate (near City airport)** and the hubs operate between 9am and 5pm, Monday to Friday.
- **Newham Rewards** is a new website exclusively for Newham staff offering discounts, cashback and little extras. Go online to www.newhamrewards.co.uk to register. **You will need an employee number to get started.**
- We're asking people to create **home videos sharing creativity** during lockdown. There are going to be broadcasts each week on www.newhamunlockedbroadcasts.org hosted by a different personality from the borough who will share their version of creativity too.
- It started with this Community Broadcast 'call to action' – just watch this video to get inspired – it's great! <https://youtu.be/Lne3DQ9cpMo>
- If you are a **Newham resident, don't hesitate to get involved.**



**People at the Heart
of Everything We Do**

Staff update: 02/07/2020

- The **#AskAlthea Zoom session on 18 June** had a varied series of questions from staff.
- Staff asked whether **testing** might be used more or even required by the council - we don't currently have any ability to instigate large scale testing for our workforce independently. We're **not doing temperature checks or other tests** because we're following the guidance and the emphasis in all countries is still on observing **appropriate spacing, washing hands** and all the things that protect others and ourselves.
- Staff also **asked about the need for internal restructures** at this time. We can't and shouldn't stop everything. What we can do is be compassionate, reasonable and transparent about what we're doing and why we are doing it. Any restructure should set out the rationale for the proposed actions. If it doesn't stack up then we shouldn't do it.
- Other topics included the **use of bicycles in the borough**, the benefit of **encouraging Newham's young people** and the **effect of Covid 19 on their education, working from home on an ongoing basis**, and the **impact of furloughing and possible redundancies on our residents**.



People at the Heart
of Everything We Do

Staff update: 02/07/2020

- 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. If you would like to find out more about this programme please contact kevin.feaviour@newham.gov.uk or Maria.healy@onesource.co.uk



**People at the Heart
of Everything We Do**

Reminders for staff: 02/07/2020

- 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 (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.
- 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.



**People at the Heart
of Everything We Do**

Thanks to our Health Visiting Teams

- Our Clinical Team Leader and Health Visitor for the South locality, Tokunbo Ojo, received a **Fuelling the Frontline lunch box for her and her team who work closely with Appleby Health Centre**. Our Health Visiting teams continued with face to face contacts following risk assessments during the Covid period and had **face to face home and clinic appointed visits for over 600 families and over 10,000 telephone and video assessments and contacts in April**. It's great that they've received the recognition of the contribution that they're making to caring for residents.



**People at the Heart
of Everything We Do**