



## 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 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](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 recorded as of **4.07pm on 08 July 2020**:

- **286,979 cases** of coronavirus have been confirmed. \*\*
- There have been **44,517 deaths** in the UK.
- Newham has **1,269 confirmed cases**. \*\*

**\*\*Please note:** new recording methods were introduced on July 2, 2020 removing duplications in the government's testing regime and improved reporting of testing in local settings.



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# Return to work update: 09/07/2020

- Over the past few weeks we have been making changes to working practices and to our offices to minimise the risk to you whilst at work. But **we need to do more.**
- The scientific evidence is clear that **Covid-19 affects some people more than others** – including those with pre-existing health conditions, black and minority ethnic communities, older people, and it affects men more than women.
- We need to take account of such factors when **making decisions about how and where we work.**
- To enable us to do this, we are now **asking everyone working onsite or in the office and everyone who is about to be asked to come back to onsite working, to work with your manager to complete a 'Covid-19 Individual Vulnerability Questionnaire and Risk Assessment'.**
- This **risk assessment** will ensure that your manager discusses with you the **measures already put in place to make your working environment safer**, and that you **work together to consider any risk factors specific to you** and whether those risk factors require us to take more steps to support you.
- The **Covid-19 HR Guidance on safe attendance at the workplace is available** [www.Newham.gov.uk/staffinfo](http://www.Newham.gov.uk/staffinfo) (under “Return to Work”).
- **All managers will be sent a link to the risk assessment form, and to a step-by-step guide** on how to work with you to conduct the risk assessments.
- Your manager will also talk to you about other aspects, including your **arrangements for travelling to and from work** and whether we can help **stagger your start and finish times to avoid peak travel.**
- They will also be providing you with opportunities to raise **any concerns that you have**, and they will be helping you to access any **wellbeing support that you require.**

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# Staff update: 09/07/2020

- Colleagues across the organisation have been holding and hosting a number of deeply important conversations and discussions about our collective role in **addressing racism and inequality in Newham**.
- We have made a start on a **high-level plan**, which will organise our thinking and our action around four key themes:
  - 1) Newham as an **employer**
  - 2) Newham as a **beacon for social change**
  - 3) Newham as **the best place for children and young people to grow-up**
  - 4) Newham as a **deliverer of public services**
- **Everyone one has a critical role and contribution to make** in making Newham a more equal and fairer place to work and live in.
- We are establishing a core working group to lead critical actions around our four main themes. Staff who are interested in participating in the working group can declare your interest in taking part by writing to [chief.executive@newham.gov.uk](mailto:chief.executive@newham.gov.uk). Of the four themes listed, it would also be helpful to know which of them you feel you are best placed to make a contribution to.



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# Mental health training for staff

- **Online Mental Health Awareness training is available** for staff. The training will be delivered via Zoom and you will need to ensure your device has access to a microphone and a camera, as having your camera on during the training is a prerequisite.
- The **four hour introductory course is designed to increase mental health awareness, provide an understanding of how to look after wellbeing** and challenge stigma towards mental health. The following dates are available:
  - 15<sup>th</sup> July 1pm-5pm (Course code HAF211)
  - 21<sup>st</sup> July 9.30am-1.30pm (Course code HAF293)
  - 22<sup>nd</sup> July 1pm-5pm (Course code HAF294)
  - 28<sup>th</sup> July 9.30am-1.30pm (Course code HAF296)
  - 30<sup>th</sup> July 10am-2pm (Course code HAF297)
- On completion of the course you will get a certificate of attendance and a manual will be sent to your place of work for you to keep and refer to whenever you need it.
- If you **would like to attend and have your manager's authorisation, you can enrol** by calling the adult college on 01708 434 955 select option 1, and then option 1 again.



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# Reminders for staff: 09/07/2020

- 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](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 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).
- **Newham Rewards** is a new website exclusively for Newham staff offering discounts, cashback and little extras. Go online to [www.newhamrewards.co.uk](http://www.newhamrewards.co.uk) to register. **You will need an employee number to get started**.
- To celebrate the launch of Newham Rewards, we are **giving away five £20 vouchers for a supermarket of your choice**. To be in with a chance to win, simply register for the portal by **midnight on 31 July**. **Five winners will be picked at random on Monday 3 August** when we will announce the winners. If you have any questions, email us at [wellbeing@newham.gov.uk](mailto:wellbeing@newham.gov.uk).



# Spotlight on inclusive economy

- **Dave Hughes has been appointed Corporate Director of Inclusive Economy and Housing.** Dave comes with a wealth of experience and knowledge having worked within complex urban settings in Nottingham, Leicester and Liverpool.
- In this week's Director blog Dave has highlighted the role his team has played in **supporting local residents & how they'll continue to do so in the coming months.** (Currently, over 100,000 Newham residents are either receiving benefits or furloughed).
- **MoneyWorks has had a surge in demand** over the past 3 months with over **2,900 resident enquiries received and over 15,000 interventions and advice sessions** provided to offer residents financial wellbeing support.
- The team has introduced **e-supermarket vouchers as part of the emergency food and energy assistance**, so far £32,315 has been paid out to residents.
- A new Business Support team has provided financial grant support and advice for Newham Businesses. **542 applications have been received with over 100 grants of £5,000 each awarded to Newham businesses** impacted by loss of earnings.
- Adult learning has moved our entire adult offer online, **delivering to over 1035 learners through Zoom to ensure they continue their studies.** The service has also launched a new open learning programme which has recruited over 800 learners.
- Amazing work!

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