

OFFICER

TO BE UPLOADED TO THE INTERNET BY DEMOCRATIC SERVICES

Date: 28th June 2020	Ref No: 187
Type of Operational Decision:	
Executive Decision <input checked="" type="checkbox"/>	Council Decision <input type="checkbox"/>
Status: For approval	
Title/Subject matter: The re-mobilisation of Bury Leisure services and subsequent operational amendments to service delivery and provision, subject to government guidelines.	
Budget/Strategy/Policy/Compliance – Is the decision:	
(i) within an Approved Budget	Yes
(ii) in accordance with Council Policy	Yes
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	No
Details of Operational Decision Taken [with reasons]:	
<p>From the 20th March 2020 the entire leisure industry was closed on the instructions of Central Government as a nationwide control measure in response to the Covid-19 pandemic. It is now clear the earliest possible start of a phased re-opening will not begin until 6th July 2020.</p> <p>Inactivity is the fourth leading cause of premature death worldwide. Before Covid-19, GM residents were moving more than ever before. Bury Leisure must play a full part in the recovery and resilience building of our communities, rebuild confidence in people to start exercising again, and help drive the overall plan for physical and mental wellbeing improvement for the people of GM. Physical activity has demonstrated it boosts both immunity and mental well-being, which are essential to lead our residents positively out of the Covid-19 pandemic.</p>	

Bury Leisure is a priority three service with a workforce of 123 employees, 77 of which are substantive post holders, and the rest a casual workforce (currently in receipt of an average weekly pay). Throughout the Covid-19 response 1/4 of the workforce have proactively assisted with the community hub response and supporting colleagues in priority one areas, where appropriate. The breakdown is as follows:

Bury East Hub – 15 staff

North Hub – 1 staff

Cemeteries – 1 staff

Waste Management – 6 staff

Covid-19 test site – 8 staff plus supervisors shown above in the East hub count

Corporate Comms team – 1 staff

The remaining workforce is currently stood down, at home awaiting further instructions to return to the workplace. It is now vital that the full leisure workforce commences a structured return to the workplace in order to prepare the facilities, activity areas and equipment ahead of re-mobilising, thus ensuring a Covid19 save environment for staff and customers to return. This will provide a safe environment for Lifeguards to carry out competency training, and for the workforce to co-produce safe systems of work ahead of re-opening.

The safety of staff has always been, and will continue to be a priority with appropriate Covid-19 risk assessments and safe working practices implemented at each of the three leisure sites in order to facilitate a safe return. Anecdotally, the Operations Manager is aware that staff are keen to return to the workplace and normality, as the lengthy period of time away from the workplace is impacting on their mental health and overall wellness.

Bury Leisure will be better prepared for when the government press the green light and ensure the service is able to mobilise rapidly and deliver a necessary service to the residents of Bury. The service will require a four week lead in period to remobilise the operation.

It is essential we begin to meet customer's expectation and demand for access to leisure facilities post lockdown, leading our residents out of isolation and poor health. An independent survey (ended 21st June 2020) conducted by KKP consultants of behalf of Bury Council, and Sport England highlights the follow key points:

- 1400 completed surveys
- 1050 completed surveys by females
- 60% of respondents cannot wait to return to leisure facilities in Bury, and nearly all indicated that they wish to continue to use the facilities as much as they did prior to lockdown
- 60% indicate that lockdown has significantly impacted on their physical and mental well-being.

It is now essential to reintroduce Leisure staff back to the workplace at the earliest opportunity for acclimatisation ahead of re-opening.

The Leisure Service wish to seek agreement to the following: -

- To enable the Leisure Service to direct the re-mobilising all three of its facilities in accordance with Government unlocking plans, Public Health / NGB guidelines, on a phased delivery approach, directed by the leisure management team, to minimise financial and reputational loss. (A detailed project plan and all required risk assessments and standard operating procedures have been produced by Leisure Services. Insight, intelligence and feedback will be captured at each stage of unlocking by the Leisure Service and will be utilised to inform the planning of next steps. Activity provision will be re-instated on a phased return, with a detailed road map being communicated to members and users).
- Approve the unlocking of the substantive workforce that is currently stood down to enable preparation of all facilities, activity areas and equipment. This is crucial to their health and safety, and the health and safety of the Services' members and users. Phased return to the workplace from Thursday 2nd July 2020.
- Approve the unlocking of the substantive workforce that is currently stood down to enable competency training to take place and the workforce to co-produce safe systems of work ahead of re-opening. This is crucial to their health and safety, and the health and safety of the Services' members and users. Phased return to the workplace from Thursday 2nd July 2020.
- Approve the phased unlocking of staff currently voluntarily seconded to priority one services:
 1. Return from waste management from Monday 6th July 2020.
 2. Return from Covid19 test site from Monday 13th July 2020.
 3. To agree a mutually agreeable release date with the Hub Director, staff in hub roles are able to twin track hub work (the opening of the East Hub facility) and leisure preparations.

In preparation for re-mobilisation the Leisure Service have a full operational plan prepared for ongoing engagement and communication with members and users, ensuring they are kept up to date with each step of re-mobilisation, and that they have the most accurate information in respect of service provision and delivery. The use of social media will be key to the re-mobilisation plan. Work has already taken place with the services IT provider to ensure all sessions will be bookable, thus maintaining a maximum headcount in the facilities at any one time. Any available sessions gaps will be communicated to members and users as soon as they become available to maximise opportunity to participate, and income generation. To continue supporting our members and our users in their physical fitness, the on-line sessions will continue to be screened live via Facebook.



Approval has already been provided in respect of staff membership fees, which will re-commence in full with effect from 1/8/20, (subject to government guidelines). In respect of all other members, the Leisure Service wish to seek agreement in respect of the following: -

- Re-instate the collection of full membership fees from 1/8/20, (subject to government guidelines).
- Enable existing members to opt out of paying the membership fee, should they not wish to return to the service.

Decision taken by:

Signature:

Date:

Neil Long, Assistant Director		29/06/2020
Executive Director or Chief/Senior Officer		02/07/2020
Members Consulted [see note 1 below]		
Cabinet Member/Chair		
Lead Member		
Opposition Spokesperson		

Notes

1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer considers it necessary to consult with the appropriate Cabinet Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.
2. **This form must not be used for urgent decisions.**