

REPORT FOR EDLC BOARD	
<b>Report Title:</b>	Recovery Plan – Proposed reopening of EDLC Facilities
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<b>Date:</b>	29 <sup>th</sup> July 2020
<b>Agenda Item No:</b>	No 6
<b>Report No:</b>	EDLCT 85/20/MG

## 1. INTRODUCTION

- 1.1 The purpose of this report is to update the Board on the on the potential reopening dates for EDLC Leisure and Culture facilities.
- 1.2 Throughout the period of lockdown, EDLC staff have continued to monitor and evaluate the changing environment; taking guidance from Scottish Government, EDC, EDLC Board, Sportscotland, Scottish Library and Information Council and through participation in weekly webinars hosted by Community Leisure UK. Consultation and discussion at a UK National level has given EDLC the opportunity to benefit from the learning of colleagues out with Scotland, who have been able to re-introduce services at an earlier stage.
- 1.3 In line with Scottish Government guidance, Leisure Centres, Museums and Libraries have been closed to the general public since 19th March 2020. At the June 24<sup>th</sup> briefing, the First Minister announced the re-opening of libraries from July 15<sup>th</sup>, as part of the easing of lockdown in Scotland. Guidance for this was only published on July 14<sup>th</sup> giving very limited notice for operators to react and implement the measures detailed in the guidance. Due to the continuing requirements for social distancing and the high risk of transmission there has been no set date from the Scottish Government the reopening of Gyms and indoor Leisure facilities including pools.
- 1.4 A further announcement from the Scottish Government is scheduled for July 31<sup>st</sup> and if this is in line with the timeline in England it will be around three weeks after the announcement before we can look to reopen the Leisure facilities. The detail for phase three updated route map is attached as Appendix 1.

## 2. BACKGROUND

- 2.1 Following UK and Scottish Government Guidance, all EDLC venues closed to the public on the 18<sup>th</sup> March. Employees who were unable to work from home were stood down and an agreement was reached with staff and the joint trade unions meaning that 75% of

contracted and the majority of casual employees were placed on furlough leave. This meant that these employees could not carry out any services for EDLC while on leave. However, EDLC have continued to support some key EDC services provision as summarised below:

- EDLC employees have supported the local school key worker hubs in delivering the snack and learn scheme from the start of lockdown with the support extended to cover the summer holiday period up until schools return on the 11<sup>th</sup> of August.
- Kirkintilloch Leisure Centre has provided a base to supply PPE distribution and Food packages to the community.
- Building checks have been carried out at all EDLC venues throughout lockdown.
- Delivering an Online Fitness offering including fitness classes, mind & body and physical exercise guidance.
- Libraries offering ebooks, eaudiobooks and eNewspapers for members; virtual reading groups and Bookbug Sessions, online resources to help with family learning at home, and ongoing digital support. Libraries working with EDC to deliver books to shielding individuals.
- Heritage & Arts – Carrying out building audits and collections care, supporting Hubs through cultural activities as part of the Snack and Learn programme for vulnerable children and the children of key workers; and making external funding applications.
- Active Schools Coordinators and Sports Development staff have supported key worker hubs where possible. Those members of the team unable to support due to child care issues have continued working from home further developing existing and new projects. For instance the AS social media campaign #EDActiveAtHome, which highlights activities for children and young people and their families to take part in at home.

## 2.2 **Support for EDC Services**

The current services being supported by EDLC will be reviewed with the Council in preparation for the recommencement of our services. This will include the current provision at Kirintilloch Leisure Centre, the book delivery service to shielding individuals and the key worker hubs.

Once we have established the proposed end dates for these provisions it will assist in the planning for our service delivery and an update will be provided once the discussions have been concluded with EDC.

### 3. REOPENING AND RECOVERY PLAN

- 3.1 All EDLC functions will require a phased recovery strategy that will include temporary measures to enable employee and customer confidence in the restoration of existing services or the introduction of new services.

Opening of venues and services have been aligned to the Scottish Government's 4 phased approach, with each venue only being considered for opening when the Scottish Government provides guidance to do so.

It is difficult to set exact dates for reopening as each venue and service area are likely to be different and as stated above will be dependent on the date advised by the Scottish Government. EDLC services will only move to reopen when the Scottish Government guidance is published and it is deemed safe to do so through the assessment of risk in conjunction with EDC and the Trade Unions.

EDLC are planning to reopen, once allowed to do so, in a safe and sustainable manner, working in collaboration with EDC, Trade Unions, National and local partners. The reopening of venues and facilities will inevitably be phased, and will take account of the following considerations:

#### 1. Health and safety of participants, staff and volunteers.

- EDLC will follow agreed safety standards from the regulatory bodies. Facilities and services will only reopen if the safety of all individuals accessing these can be ensured (including coaches, clubs, public, volunteers etc.)

#### 2. Financial viability

- The financial impact of Covid-19 on EDLC is significant, as a result the income position will need to be reviewed.
- The financial implications of re-opening venues / services will be reviewed in advance of any re-opening. Appreciating the current financial challenges, decisions will be made to avoid any worsening of EDLC financial position and to protect the viability of EDLC moving forward.

#### 3. Staffing

- Ensuring adequate staffing to safely reopen, with anticipated reduced and rotated staffing (including staffing bubbles and rotas) due to caring, shielding, health considerations (including managing covid related sickness and annual leave)

#### 4. Availability, programming and accessibility of venue/facility

- Likely that opening hours may be reduced/altered to reflect reduced staffing levels, customer demand and ensure enhanced cleaning protocols can be implemented.
- Access to facilities will be provided in a fair and inclusive manner to ensure equity of access across communities and user groups.

#### 5. Evidence of demand for venue/facility

- There will be consideration of the business case for reopening individual facilities, and the different spaces within them, ensuring that there is sufficient demand for use to make it a viable option for reopening. We will adapt activities to optimise demand and capacity.

3.2 EDLC will endeavour to open all venues as quickly as possible taking account of the considerations above. This will help to ensure we reopen our facilities safely as we try to navigate our way through the reopening route map.

## 4. PROPOSED TIMELINES

4.1 Based on current Scottish Government guidance the table below at 4.5 identifies the indicative reopening dates for EDLC facilities and services. The resumption of these services will have to take account of a number of factors including the provision of Library services in shared accommodation with East Dunbartonshire Council at William Patrick, Bearsden, Bishopbriggs and Lennoxton Hubs.

4.2 Due to the continuing requirements for social distancing and the risk of transmission, in particular through books, library services across Scotland, and the UK, are adopting a “Connect and Collect” service as a first phase in the re-introduction of services. “Connect and Collect” will allow library members to pre-order books for safe collection from a local library at pre-arranged times initially operating for two days per week. The initial plan anticipates opening the 4 large Libraries for Connect and Connect two days per week and Lennoxton 1 day per week.

We anticipate operating this service for four to six weeks and during which time there will be the potential to introduce this to the smaller libraries and prepare for greater access across the Libraries estate.

4.3 Indoor Leisure facilities including swimming pools do not have a scheduled date for reopening detailed in the Scottish Government route map and these facilities are considered high risk in terms of transmission of Covid -19. A further announcement at the end of July will hopefully provide a more concrete date for these facilities.

4.4 Outdoor facilities including Huntershill and Merkland will open in advance of the Leisure Centres allowing (subject to guidance) football, athletics and tennis activity to take place.

## 4.5 Reopening Timelines

Action	Who	When	Notification	Completion Date
Re-open date for KLC	Iain Campbell	24 <sup>th</sup> August	Website/Social threads/TRP	
Re-open date for ALC	David Kelly	24 <sup>th</sup> August	Website/Social threads/TRP	
Re-open date for LD	Fraser Makeham	24 <sup>th</sup> August	Website/Social threads/TRP	
Re-open date for Huntershill / Merkland	Fraser Makeham / Iain Campbell	10 <sup>th</sup> August	Website/Social threads/TRP	
Library Services – Click and Collect	Craig Elliott	18 <sup>th</sup> – 20 <sup>th</sup> August	Website/Social threads/TRP	
Swimming Lessons	Karin Jackson	31 <sup>st</sup> August	Follow SGB guidance/Link with Ops	
Gymnastic Lessons	Karin Jackson	14 <sup>th</sup> September	Follow SGB guidance/Link with Ops	
Other Sports Development Programmes	Karin Jackson	End of September	Follow SGB guidance/Link with Ops	

## 5. IMPLICATIONS

5.1 In order to facilitate the reopening process EDLC will senior management will carry out have to carry out a number of actions including:

- Stakeholder Communications
- Employee Communications and Training (Including return to work guidance)
- Trade Union Engagement (including facility walk through)
- Risk assessment process
- Revised operating procedures (including enhanced cleaning schedules)
- PPE and signage provision
- Bring back employees from Furlough (Phased approach)
- Dimension testing – Transactions

- 5.2 A detailed action plan is in place to achieve all of the above and regular updates will be provided for EDLC Board and the Council as we progress towards the reopening of all of facilities and services.
- 5.3 Employees will be give at least seven days' notice to advise them that their furlough period will be ending. A readiness to return to work survey will also be issued to employees in July.

## **6. RECOMMENDATIONS**

- 6.1 It is recommended that the Board:-
- a) Notes the details provided on proposed reopening of facilities.
  - b) Agree that EDLCT will work towards the reopening timelines in conjunction with East Dunbartonshire Council and other Key stakeholders
  - c) General Manager Provide an update on facility reopening status at the next Board Meeting.