

REPORT FOR EDLC BOARD	
Report Title:	Beyond Level 0 Facilities Update
Contact officer:	Mark Grant
Date:	18 th August 2021
Agenda Item No:	8
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1. INTRODUCTION

- 1.1 The purpose of this report is to update the Board on the current position regarding facilities and services provision for EDLC Leisure and Culture when we move to “Beyond Level 0”.
- 1.2 As Board members will be aware most of the legal restrictions were lifted on the 9th of August 2021 including restrictions on social distancing and the size of social gatherings. Whilst these changes will mean the end of most restrictions which have limited EDLCT services it will not however signal the end of the epidemic and it is important that we continue to mitigate against the spread of the virus by following current guidance and legislation.
- 1.3 In order to allow time to implement the new operating arrangements and communicate with our customers it is intended that EDLC services will move to beyond level 0 from Monday 16th of August.
- 1.4 In terms of Libraries there is no additional sector guidance available at the moment and in relation to Sport a table outlining the guidance is attached as Appendix 2.

2. BASELINE MEASURES

- 2.2 A number of measure will remain in place across services to mitigate against the spread of covid-19. These will include:
 - Facilities will continue to adopt the Face Covering policy for both customers and staff
 - Continue to encourage a greater degree of working from home than pre-COVID-19. Where this is possible and appropriate, it will not only assist with controlling transmission of the virus, but also promote wellbeing more generally.
 - Promote handwashing and hand sanitising throughout the facilities.
 - Ongoing/continuous cleaning programme across facilities.
 - Additional cleaning resources as required.

- Cafes at Vaccination Centres will not open until use as vaccination centres ends.
- Customer walk-ins will be re-introduced from 16 August 2021
- Members details will be on the system for track & trace
- Non Members will use site specific NHS Track & Trace QR code poster.
- If non-member does not have a phone, they will sign register with contact details.
- Activities (Badminton, Squash, Table Tennis, Tennis etc) and Group fitness will be available to book online.
- Swimming and Gym will be walk-in only.
- Timetables for lane swimming and classes will be available to view online.
- Each site will determine the maximum occupancy levels for each activity and within Studios. Numbers can be increased over time. Priority is staff and customer confidence.
- A ticket counter on reception EPOS will indicate the numbers taking part in each walk in activity area. Gym, Lane Swimming, Public Swimming, Learner Pool.
- Radio or telephone contact from reception to Gym or Pool Hall should be made when ticket counters near the occupancy limit before any further access.
- Sauna/Steam will be re-introduced with limited numbers (ie 6 at any one time)
- Changing Rooms will be available for use.
- Group Fitness and organised activities will have 20 minute intervals to prevent congestion in corridors (awaiting a class to finish). Huntershill group fitness to resume from 16 August.
- A member of staff will manage the foyer, to prevent customers avoiding check-in at reception and take receipts.
- Staff communal areas will continue, to maintain safe distance indoors.
- Leisure Centres will close high use areas ie gym/changing rooms/swim for 30 minutes between 2:15 - 2:45 to ensure that a deep clean can be carried out. Sub-areas can be blocked off to increase the cleaning period. (not applicable on a Saturday due to shorter day)
- Activities will finish at 60 minutes before the facility is locked up, for deep cleaning.
- Ventilation levels will be monitored with portable CO2 monitors, recommended readings under 800ppm, any required ventilation improvements to be reported to the General Manager.
- Ventilation systems will operate continuously.
- From 16 August 2021 booking will move from 5 days to 7 days in advance with Online bookings moving to 7 Days + (gives a member a slight advantage if booking online)
- Advance booking for museum and gallery visits to be removed.
- Connect & Collect will continue to be offered at Libraries.
- Staff will monitor visitor numbers to ensure there is no overcrowding.
- Continued use of sneeze screens at reception and sales points.
- Physical newspapers will not be re-introduced to libraries at this time.

3. IMPLICATIONS

3.1 In order to facilitate the move to beyond level 0 EDLC management have carried out a number of actions including:

- Service delivery planning meetings held over first two weeks in August.
- Communications with Stakeholders.

- Employee contact and Training (Including return to work guidance)
 - Trade Union Engagement (including facility walk through)
 - Updated Risk assessments (including dual use for Vaccination sites)
 - Revised operating procedures (including enhanced cleaning schedules)
 - PPE and signage provision
 - Unfurlough and flexi unfurlough employees (phased approach)
 - Online facilities for bookings and transactions
- 3.2 Employees will continue to be given at least seven days' notice to advise them that their furlough or flexi furlough period will be ending. Only a small number of staff remain on flexi furlough and by September all staff will be back on their normal working hours.
- 3.3 We will continue to review the service delivery on a regular basis to take account of any issues and continue to ensure a safe operating environment for our customers and staff.

4. RECOMMENDATIONS

- 4.1 It is recommended that the Board:-
- a) Notes the details provided on the move to beyond level 0.
 - b) General Manager provides an update on the status of our reopening programme at the next Board Meeting.