

Managers' Briefing

Important message from Annemarie O'Donnell - changes to Covid restrictions



21 December 2020

Colleagues

As you will be aware the Scottish Government announced changes to the Covid restrictions in Scotland on Saturday 19 December. This is in response to the identification of a new variant on Covid-19 which can spread more quickly.

Please use this briefing **to communicate with your all members of your team as soon as possible** – especially those without access to a computer. This is so that they know what is changing and when. You should also remind them that it is still safe to come to work if they are required to do so - this announcement has not changed who should and shouldn't be at work.

The health, safety and wellbeing of our staff is paramount. Please take the time to remind any staff who may be feeling anxious and worried at this time of the key changes we have made to our workplaces to keep them safe, and also of the support routes available to them through Workplace Options – where they can chat to someone 24/7 about any issues.

Let's all continue to support each other and keep up the fight for Glasgow and our local communities. Follow the rules and help protect our most vulnerable in our communities. Our city relies on each and every one of us to keep doing our day to day jobs on the frontline or in support services.

Annemarie O'Donnell
Chief Executive

1. What is changing?

To keep people safe the **main changes** are:

- **Festive bubbles** – these are now restricted to only Christmas Day, not the previous five-day window of relaxations that was planned.
- **Travel** – will be allowed within Scotland on Christmas Day, however, other than for specific exemptions, travel between Scotland and the rest of the UK will not be legal.
- **Level Four from Boxing Day** - from midnight on Christmas Day all of mainland Scotland will have Level Four restrictions applied for three weeks. This will close non-essential retail and hospitality.
- **Schools** - will open on 6 January for staff only and from 7 January for vulnerable/key worker children. For other pupils the Christmas holiday period is extended until 11 January and children will return undertaking remote online learning. Schools are envisaged to return on 18 January at the earliest.
- **Shielding** - there are no changes to the advice around shielding.

For more detailed information on these changes visit <https://www.gov.scot/news/new-guidance-issued-for-the-festive-period/>

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2. What does this mean for the council?

Along with the rest of mainland Scotland, Glasgow will be placed into Level Four restrictions from midnight on Christmas Day – to help manage the spread of the virus.

Council services

Under Level Four restrictions the majority of services currently delivered by the council will remain unchanged and therefore so will the jobs you do on a day-to-day basis. Everyone should continue to go to their workplace or continue to work from home – your manager will let you know if there are any exceptions to you and your role.

You can still travel for work purposes and use public transport to travel for work, unless you are in the shielding category. Remember to avoid car sharing where you can. You do not need to carry any identification to travel to work.

Glasgow Life is more impacted by Level 4 restrictions and they will provide a further update on how this may change the planned reopening of their services.

In the office

Your health and safety at work is critical – please watch our short video to remind yourself about the important changes we've made in the workplace – you can **watch it here**.

We have reduced capacity and one-way systems in our buildings to maintain physical distancing - following workplace risk assessments. Always remember to wear your face covering in a communal area and maintain good hand hygiene by washing your hands regularly or using the hand sanitiser provided. If you have any individual concerns about your safety in the workplace then please speak to your manager to go through an individual risk assessment.

Check the **Scottish Government fact sheet** on level four restrictions for the rules, if in any doubt. Please follow the rules to help protect our city and our citizens.

3. Support for staff

Wherever you are currently working – looking after your mental health and wellbeing at this unusual time is really important. Especially at this festive period when our plans to see loved ones may have now changed.

Our **staff web page** has lots of invaluable tips and advice on how you can look after your physical and mental health. Remember that if you want to chat about any issues you may have you can always contact **Workplace Options** (our Employee Assistance Provider) – in complete confidence. They offer free, professional advice and support 24/7 for you and any member of your family. No one should suffer in silence as there is help and support just a phone call away. Please speak to your manager for contact details if you do not have them.

Remember, nobody should come to work with symptoms, if they have tested positive or have been asked to self-isolate by Test and Protect. This will not be recorded as sickness and you will still be paid as normal.

KEEP UPDATED

at all times on the website

www.glasgow.gov.uk/staffupdates



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