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| **C:\Users\melan_000\AppData\Local\Microsoft\Windows\INetCache\Content.MSO\4CAD85CA.tmp**  **COVID-19 RISK MANAGEMENT**  **SAFETY MEASURES FOR INDOOR PUBLIC MEETINGS**  **DINTON PARISH COUNCIL MEETING: MON 17 JAN 2022 (DINTON VILLAGE HALL)** |

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| **COVID-19: Key considerations about the way the virus is transmitted** | * Infection exposure occurs in 3 principal ways: Inhalation, Disposition, Touching * Virus-laden airborne droplets and aerosols play a profound role * Every time we speak, and the louder we talk, the more droplets are emitted * Droplets can travel up to 6 feet * Aerosol particles, formed when droplets rapidly dry, are small enough that they can remain suspended in the air for minutes to hours * Prolonged exposure (typically more than 15 mins) in enclosed spaces | |
| **Standing Orders adopted 21 October 2014: key considerations for safety measures** | * The meeting duration could be up to 2hrs * The meeting on 17 Jan is open to the public * Members of the public may make representations. With the Chair’s permission, they may speak for up to 3 minutes | |
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| **SAFETY MEASURES TO MITIGATE TRANSMISSION** | | |
| **Good hygiene, cleaning and handwashing** | Hand sanitiser placed at entrance | Sanitize tables and chairs before/after use |
| **Manage suspected COVID-19 cases** | Polite request for attendees to take a home Rapid Lateral Flow Test before arrival.  If they test positive, they must self-isolate. | Government Plan B:  Face coverings are compulsory for all indoor settings.  Face coverings may only be removed when someone has permission to speak. |
| **Communication** | Entry conditions set-out in the Meeting summons (Agenda) published on LPC’s website and Noticeboards 3 clear days before the meeting | Entry conditions set-out in an Email sent in advance to all those who will be attending |
| **Engage with local transport authorities** | N/A | |
| **Ensure sufficient ventilation** | Open windows and doors 15 mins before the meeting start time | Keep windows and doors open throughout the meeting |
| **NHS QR code (and contact details if asked)** | NHS QR Code in place at entrance – encourage attendees to check-in | |
| **NHS COVID Pass** | Evidence of vaccination status will not be a condition of entry | |
| **Crowd movement strategies** | No. of attendees restricted to **5**  (to give opportunity for space and limit close contact) | Free movement using phased entry and exit, and by adopting a one-way system. |