

COVID – 19 Watford Borough Council Advice and Guidance for those wishing to restart community activity in council premises or where the council has a direct involvement in the provision of that activity.

This Advice and Guidance note applies to the following areas:

- 1. Watford Borough Council directly provided or Commissioned Cultural and Community Outreach programmes**
- 2. Activities run by Key Partners with whom the council has a contract**
- 3. Community Organisations who lease or hire property from the council.**

Due to COVID 19 the council needs to ensure that all reasonable steps are being taken by those who wish to use its premises or where it either directly provides or commissions any activities that any recommencement of activities are done in accordance with the following:

- 1. That the advice of the UK Government, Community Protection and/or Health & Safety Executive is being followed**
- 2. That the bespoke guidance and protocols issued by the relevant National Governing Body, Federation and/or umbrella organisation (if applicable) are being followed**
- 3. That a full COVID-19 specific risk assessment has been carried out, and that the practical considerations have been followed, (see example of a risk assessment check list)**

Contractors, providers, hirers and tenants should make their own decisions about when their services are considered safe to restart as permitted by legislation .The safety and wellbeing of their employees, volunteers and users must be the primary driver of actions in this area, making sure that everything is COVID-19 secure.

Failure to complete a risk assessment which takes account of COVID-19, or completing a risk assessment but failing to put in place sufficient measures to manage the risk of COVID-19, could constitute a breach of health and safety law.

It is not the Councils responsibility to carry out these assessments for contractors, providers, hirers or tenants. However the council will expect to see evidence that contractors, providers, hirers or tenants, where appropriate have taken the steps referred to above. This will need to be confirmed when signing a hire form or entering into a service level agreement with the council.

This COVID Policy will be communicated to Partners & Third Parties by being displayed on the council's website and will be reviewed as and when Government Guidelines change.

Published date 7/7/2020

See Appendix 1: Examples of COVID - 19 considerations

See Appendix 2: Example risk assessment checklist