



Community centres, services and activities re-opened webinar - 8.10.20

Follow-up notes

Risk assessments

- Government guidance refers people back to the Health and Safety Executive advice on risk assessments, <https://www.hse.gov.uk/simple-health-safety/risk/risk-assessment-template-and-examples.htm>
- The HSE also has this information regarding making your workplace Covid secure, <https://www.hse.gov.uk/coronavirus/working-safely/index.htm>
- It's important to ensure that staff and volunteers are considered in any decision to re-open community buildings as trustees also have a responsibility to ensure their safety. It's good practice to talk to your teams regularly to determine any particular concerns they may have about opening so these can be mitigated before you open.
- No centre should re-open if they cannot ensure the safety of staff, volunteers and public using the building, regardless of the requests from outside parties for buildings to open.
- There are lots of resources, including sample risk assessments on Macc's website under the Planning to Re-open pages, <https://manchestercommunitycentral.org/coronavirus-advice-and-resources/planning-reopen>

Interpreting the guidance

Macc are happy to try and guide groups through the maze of information – if you have a question please get in touch and we'll try and answer – please remember though we're only human!

Links to the main sources of information will be provided separately but do keep an eye out for changes – such as the recent 3 tier system just announced. You can sign up for regular updates from the government here (I suggest you opt for a daily summary otherwise your inbox will be filled in no time!), <https://www.gov.uk/email-signup?topic=/coronavirus-taxon>

Numbers of people in a room

- This will depend on a number of factors.
 - First and foremost, your own covid risk assessment for your building, and each room within the building. Bear in mind too any public areas, entrances, access to the building etc etc. See above for the section on risk assessments.
 - Secondly, there are separate guidelines for different activities within community buildings and religious ceremonies, <https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities> and <https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-places-of-worship-during-the-pandemic-from-4-july>
 - Any staff that need to be in attendance don't count towards any limits – so for a wedding, the person conducting the service can be in addition to the 15 people allowed.
 - Some activities such as 'Drop-ins' are fine in a Covid secure environment (provided there is enough space for social distancing and face, hands and cleaning regime principles are followed). Numbers can be 6 or more ***if it is for a 'support group' rather than a 'social group'**.

Policing compliance

Who ensures users of a building comply with the legislation, and any local rules in place to ensure safe operation of a building?

The guidance on the safe operating of community venues states that “Anyone with control of non-domestic premises must take reasonable measures to ensure the premises are safe for people using it, so far as is reasonable practical.” It goes on to state that “users and hirers of a community facility have responsibility for managing risks arising from their own activities when they have control of premises...” So, the trustees need to ensure they have done everything they can to ensure safe operation, and that this is communicated clearly to anyone hiring or using the premises. Once this is done, then the hirer is responsible for ensuring compliance.

Directory

Macc will look to using our current directory so groups can indicate whether or not they are open. The Directory can be found here, <https://manchestercommunitycentral.org/whats-happening-manchester/directory>

We're Good To Go is another resource suggested where groups can register they are open for business, complete with the necessary Covid procedures, <https://goodtogo.visitbritain.com/home>

Digital inclusion

- Manchester Adult Education Digital Skills courses, <https://manchestercommunitycentral.org/news/manchester-adult-education-services-new-digital-skills-courses>
- MyOutsourcedIT offer free (recycled) computers and laptops for those who need them, <https://mailchi.mp/e42e5602b00e/laptopcomputer-support>
- Barclays Digital Eagles, <https://www.barclays.co.uk/digital-confidence/eagles/>
- Lloyds Bank Digital Academy, <https://www.lloydsbank.com/help-guidance/get-skills-and-support-near-you.html?optoutmulti=0:0%7cc1:1%7cc3:0%7cc5:0%7cc4:0%7cc2:0&optmessage=1>
- Further resources can be found on Macc's website in the Coronavirus resources section, <https://manchestercommunitycentral.org/coronavirus-advice-and-resources/digital-support>