

Guidance for multi-function facilities/community centres

How many people can I have in my premises?

The number of people permitted for normal day-to-day business within a community centre, (for example when using a bar facility or communal hall), will depend upon the individual business risk assessment and the available space. Premises or locations which are COVID-19 secure will be permitted to hold more than 30 people, subject to their own capacity limits, although any individual groups should not interact with anyone outside of the group they are attending the venue with – so in a group no larger than 2 households or 6 people if outdoors. If the premises is hired for a specific activity, the guidance advises that no more than 30 people should attend (see below).

Can I hire the venue for events such as wedding receptions or parties?

Businesses and venues following COVID-19 Secure guidelines can host larger groups provided they comply with the law. This can include weddings and funerals (which should be limited to no more than 30 people), religious ceremonies and services, community activities and support groups. In the case of a multi-functional community venue, general admittance for members of the public should be restricted during such time that the venue is hired out.

Who is responsible for health and safety?

Users and hirers of a community facility have responsibility for managing risks arising from their own activities when they have control of premises and should take account of any guidance relevant to their specific activity or sector. Managers of community facilities will have discretion over when they consider it safe to open for any activity permitted by legislation and may decide to decline to host an activity if they are not able to safely follow the advice in the relevant guidance, to make the space COVID-19 secure.

Can I reduce social distancing to 1m?

The 2m rule in workplaces is not stipulated in law in England. If you can keep 2m distance at all times for all activities and interactions within your business and it is viable to do so then you should do it. Where it is not viable then you can reduce to 1m plus mitigating measures. For example if members of the public from different households are not 2m apart when seated, the mitigating measures may be provision of screens. If you have been operating viably and safely with 2m then you are advised not to reduce this distance. This is essentially a respiratory disease spread by aerosols and keeping the distance to 2m dramatically reduces the risk. Your insurance company may have specific requirements with regards to controls and you are advised to check with them.

What activities are restricted in my premises?

When you open on the 4th July you will **not** be permitted to use or hire out the venue for:

- live performances in front of a live audience , including drama, comedy and music.
- bowling or skittle alley
- soft play area (outdoor play areas are allowed)
- music or broadcasts that may encourage shouting
- indoor fitness and dance classes

- events such as exhibitions/conferences

If you cannot make your business Covid secure then you should not open. If you cannot control the risks from particular activities then you should not allow that particular activity to go ahead e.g. snooker, darts, carvery, buffet.

Can I use my outside space for tables and chairs?

Once restrictions have been lifted (4th July) then you may operate with tables and chairs. If you have an outside seating area available, then this area should be included in your risk assessments to ensure you keep staff customers and the wider public safe. The social distancing requirements as described above will still apply.

If you do not have permission or need to extend it you should contact the licensing team for more information

[https://www.cheltenham.gov.uk/info/41/licences - streets/107/objects on the highway](https://www.cheltenham.gov.uk/info/41/licences_-_streets/107/objects_on_the_highway)

What if the public don't follow the controls in place?

Most people are risk averse and will want to do the right thing to protect themselves and others. They have a responsibility to follow any rules you have in place. You must help them to do this through signage and information. Those whose fail to adhere to the necessary controls should be asked to leave.