

# BUILTH WELLS TOWN COUNCIL / CYNGOR TREF LLANFAIR-YM-MUALLT

## RISK ASSESSMENT



<b>Location/Premises:</b> The Strand Hall, Builth Wells.	<b>Date:</b> 03/08/2020
<b>Completed by</b> Louise Hammond (Clerk to the Town Council)	<b>Review date:</b> Every 3 to 6 months or by guidance updates
<b>Description:</b> Risk Assessment in relation to the recommencement of Regular Users of The Strand Hall, in accordance with Welsh Government Covid-19 restrictions & guidance.	

**Scope of this Risk Assessment: REGUALR USERS OF TOWN HALL**

### **IMPORTANT NOTICE:**

- Anyone who chooses to attend an evet in The Strand Hall does so **at their own risk**.
- It is also the individual responsibility of anyone choosing to attend to make sure they stay safe and follow **all** Welsh Government guidelines regarding Covid-19.
- The Town Council can provide cleaning equipment, if required, **but cannot be held responsible** if people choose not to follow these recommendations.
- **ALL HIRERS OF STRAND HALL SHOULD HAVE THEIR OWN RISK ASSESSMENT AND ACKNOWLEDGE THAT TOWN COUNCIL WILL NOT BE HELD RESPONSIBLE FOR FAILURE TO COMPLY TO THOSE OR ANY ILLNESS, INJURY THAT OCCURS DURING OR AFTER THE HIRING OF THE HALL.(Please supply a copy of your risk assessment to the Clerk)**

Hazards associated with the Covid-19 pandemic	Potential risks caused by the hazards	Control measures	Further actions required
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<p>Meeting together inevitably raises the risk of virus transmission, due to close proximity.</p>	<p>People can catch the virus from others who are infected in the following ways:</p> <ul style="list-style-type: none"> <li>&gt;The virus moves from person-to-person in droplets from the nose or mouth</li> <li>&gt;It can spread when a person with the virus coughs or exhales</li> <li>&gt;The virus can survive for up to 72 hours out of the body on surfaces which people have coughed on etc.</li> <li>&gt;People can pick up the virus by breathing in the droplets or by touching contaminated surfaces and then touching their eyes or mouth</li> </ul> <p>Those who are classified by Public Health Wales as being at greater risk from Covid-19 include people in the vulnerable (moderate risk) and extremely vulnerable (high risk) categories.</p> <p>Vulnerable (moderate risk) people include those who:</p> <ul style="list-style-type: none"> <li>&gt;Are 70 or older</li> <li>&gt;Are pregnant</li> </ul>	<p><b><u>Regular Users, Staff, Guests:</u></b></p> <ul style="list-style-type: none"> <li>&gt;Those people who fall into the Governments high or medium risk categories should be asked to ensure that they are fully conversant with the up-to-date guidelines pertaining to them, in order that they can consider if their attendance at the event is prudent in relation to their own health &amp; protection, and the wellbeing of other attendees.</li> <li>&gt;Circulation of Risk Assessment Document to those attending</li> <li>&gt;Provide appropriate PPE subject to supply and availability if required (Hirers responsibility)</li> <li>&gt;Staggered entry / exit into / from The Strand Hall (Hirer)</li> <li>&gt;setting out 2 metres distance (Hirer)</li> <li>&gt;Hirers to provide sanitiser, masks, glove, as necessary.</li> <li>&gt;No toilets to be used, unless prior arrangement with Clerk, disabled toilets will be available and cleaned prior to and after event finished.</li> </ul> <p><b><u>Public &amp; public access to The Strand Hall:</u></b></p>	
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	<ul style="list-style-type: none"> <li>&gt;Have a lung condition such as asthma, COPD, emphysema, or bronchitis (not severe)</li> <li>&gt;Have heart disease, diabetes, chronic kidney disease or liver disease (such as hepatitis)</li> <li>&gt;Are taking medicine that can affect the immune system (such as low doses of steroids)</li> <li>&gt;Are very obese</li> <li>Extremely vulnerable (high risk) people include those who:             <ul style="list-style-type: none"> <li>&gt;Have had an organ transplant</li> <li>&gt;Are having chemotherapy for cancer, including Immunotherapy</li> <li>&gt;Are having an intense course of radiotherapy for lung cancer</li> <li>&gt;Have a severe lung condition (such as severe asthma or severe COPD)</li> <li>&gt;Are taking medicine that makes them much more likely to get infections (such as high doses of Steroids)</li> <li>&gt;Have a serious heart condition and are pregnant</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>&gt;Those people who fall into the Governments high or medium risk categories should be asked to ensure that they are fully conversant with the up-to-date guidelines pertaining to them, in order that they can consider if their attendance is prudent in relation to their own health &amp; protection, and the wellbeing of other attendees.</li> <li>&gt; <b>Entry:</b> via Main entrance where sanitiser is provided – <b>Exit:</b> via fire exit in Hall</li> <li>&gt;Copy of Risk Assessment Document given to those attending.</li> <li>&gt;Public to be reminded that they are attending any event is at their own risk, and their own responsibility to adhere to the Covid-19 restrictions and guidelines as set by the Welsh Government</li> <li>&gt;Limiting lift occupancy. We recommend that lift is not used unless absolutely necessary one in and one out system, please check with Clerk prior to use so cleaning can be arranged.</li> <li>&gt; Hirer should take Names and addresses of everyone attending the event, for contact if necessary. (copy to be left for clerk) Forms will be supplied upon request.</li> </ul>	
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	<p>People in both categories (including anyone who has had a shielding letter or been advised by their G.P. that they are in a high-risk group) are advised by the Welsh Government:</p> <p>&gt;to be particularly stringent in complying with social distancing requirements</p> <p>&gt;to ensure they are aware of, and adhere to, updated guidelines pertaining to their vulnerability category.</p>	<p>&gt; The hirer needs to acknowledge that it is their responsibility whilst the hall is hired out to them, for the safety and wellbeing of whoever attends their event.</p>	
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