

NORTHERN BEACHES COUNCIL COMMUNITY CENTRES SPECIAL COVID-19 TERMS & CONDITIONS FOR FUNCTIONS – AS OF 12 JANUARY 2022

These additional conditions of hire have been prepared for the hiring of community centres to help ensure that the health and safety of the community is protected. The conditions are in addition to [Council's Community Centre COVID-19 Safety Plan](#) and general [Conditions of Hire](#).

The following 'Special Conditions of Hire' are to be strictly followed:

Condition of Hire	Hirer Responsibility
Masks	<ul style="list-style-type: none"> • Compulsory indoors for all 12 years and over with the exception of those with physical illness or disability, who have a medical certificate to provide as proof if requested by authorities, or while strenuously exercising • Masks can be removed only while eating or drinking
Maximum numbers allowed	<ul style="list-style-type: none"> • FUNCTIONS - each centre has a capacity of one person per 2 square metres • The advised capacity of the venue must not be exceeded • Children, including babies, count towards the capacity limit
Singing and dancing	<ul style="list-style-type: none"> • Singing is not permitted for functions • Dancing is not permitted for functions (weddings are exempt)
Food and drink	<ul style="list-style-type: none"> • Attendees can remove their mask only while eating or drinking. • Standing while drinking is permitted but is strongly discouraged by NSW Health.
Hygiene and cleaning measures	<ul style="list-style-type: none"> • The hirer must sanitise all surfaces including tables, chairs and high touch points on entry and exit • The hirer must bring their own cleaning products • The hirer must provide their own hand sanitiser • All cleaning time must be within the approved booking time
Spot checks	<ul style="list-style-type: none"> • The hirer will cooperate with Council staff or Police conducting spot checks
Contact tracing/QR codes	<ul style="list-style-type: none"> • The hirer must ensure all attendees check in. QR codes are displayed at all Community Centres • If an attendee cannot check in via a QR code, the hirer can check in a dependent or keep a contact tracing list • Hirers are not required to send these details to Council • NSW Health requires an electronic record of attendees to be kept by the hirer for 28 days • The hirer must ensure physical distancing of 1.5 metres is followed while checking in and at all times, where possible



Condition of Hire	Hirer Responsibility
Funerals and wakes	<ul style="list-style-type: none">• Normal capacity limit applies• Standing while drinking is permitted but is strongly discouraged by NSW Health.• Singing is not permitted
Weddings and receptions	<ul style="list-style-type: none">• Normal capacity limit applies• Singing and dancing is permitted• Eating and drinking while standing, and dancing is permitted
Parties and functions	<ul style="list-style-type: none">• Permitted with one person per 2 square metre rule• Standing while drinking is permitted but is strongly discouraged by NSW Health.• Masks must be worn at all times unless eating or drinking• <u>Singing and dancing is not permitted</u>
COVID-19 Safety Plan	<ul style="list-style-type: none">• All Hirers must agree to Council's current COVID-19 Safety Plan for Community Centres. Church groups must provide a separate COVID-19 Safety Plan. A COVID-19 Safety Plan can be completed here: https://www.nsw.gov.au/covid-19/business/safety-plans• The hirer must keep a copy of the COVID-19 Safety Plan with them during their hire period• All hirers must:<ul style="list-style-type: none">- Advise all attendees of the Special COVID-19 Terms and Conditions (this document)- Refuse entry to unwell attendees- Ensure physical distancing of 1.5 metres where practicable. Tape is not permitted on floors. (Chalk may be used, if cleaned off at conclusion of hire)- Ensure hygiene and cleaning practices are followed- Ensure all attendees check in via the QR code, or are recorded on a contact tracing list

NSW Public Health Orders as at 12 February 2021 state:

"Breach of orders made under the Public Health Act 2010 is a criminal offence and attracts heavy penalties."

In the case of an individual, the maximum penalty is \$11,000, or imprisonment for 6 months, or both and a further \$5500 penalty may apply for each day the offence continues. The NSW Police may also issue on-the-spot fines of \$1000 for an offence."