

**Report of the Service Director Legal Services
to the Statutory Licensing Regulatory Board
to be held on the 9 September 2020**

ENFORCEMENT UPDATE

1. Purpose of Report

The purpose of this report, is to provide Members with an overview of the work Licensing Officers are currently undertaking to advise and support licensed premises during the COVID pandemic.

2. Background

Members are minded to note, that Licensing Officers are continuing to proactively work with licensed premises and other responsible authorities to ensure that sufficient COVID considerations are being applied.

Officers are supporting venues by carrying out visits to premises and meeting with licensees to ensure they understand the Government guidance and that sufficient measures are in place to maintain the safety of all involved with the premises.

3. Current Position

Licensing Officers have met with other Local Authorities and responsible authorities to assist in providing support and guidance to licensees and help them work safely during the COVID-19 pandemic.

Licensed premises were permitted to re-open from the 4th July and serious considerations had to be made by venues to ensure the safety of all staff and customers attending their premises once the lockdown restrictions were relaxed. Prior to any official guidance being released Officers provided a practical framework to prompt licensees to think about what measures they should have in place when re-opening their venues to members of the public.

Officers understand how important it is that premises work safely and support both their customers and their employees' health and wellbeing during the COVID-19 pandemic.

Officers have suggested that all licensees carry out their own COVID-19 risk assessments to identify what sensible steps are required to minimise risk at their individual premise.

Considerations include:

- **Carry out a COVID risk assessment for your individual premises.**
- **Maintain social distancing in the venue wherever possible.**
- **Define the maximum number of customers that can reasonably follow social distancing at the venue.**
- **Collect the contact details of anyone attending the premises for the purpose of track and trace.**
- **Reconfiguring indoor and outdoor seating and tables to maintain social distancing of customers**
- **Providing clear guidance on social distancing and hygiene to people on arrival, for example, signage.**
- **Encouraging customers to use hand sanitiser or handwashing facilities as they enter the venue.**
- **Consider how people walk through the venue and how this can be adjusted to reduce congestion and contact between customers, for example, queue management or a one-way system where possible.**
- **Encouraging contactless payments where possible and adjusting location of card readers**
- **Opening windows and doors frequently to encourage ventilation, where possible**
- **To keep the venue clean and prevent transmission by touching contaminated surfaces.**
- **Wedging doors open, where appropriate, to reduce touchpoints. This does not apply to fire doors.**
- **In every workplace, increasing the frequency of handwashing and surface cleaning**

- **Frequent cleaning of objects and surfaces that are touched regularly such as counters, tills, glasses, toilets etc.**
- **Cleaning surfaces and objects between each customer use. For example, cleaning tables, chairs, trays and replacing beer mats between customers.**
- **Providing hand sanitiser in multiple locations in addition to toilets.**
- **Setting clear use and cleaning guidance for toilets to ensure they are kept clean and social distancing is achieved as much as possible**

4. Proposal

Given the lack of available space at some venues it is unfortunate that some are not be able to re-open until the social distancing rule can be relaxed further. For the venues who can comply and maintain social distancing in their premises, Officers will continue to provide guidance and support to assist the premises to ensure the health and safety of all concerned.

Members are asked to support Officers and encourage licensed premises to keep their venues as safe as possible for both staff and customers at all times.

5. Background Papers

None available.

6. Officer Contact

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