

Moreton Bay Regional Council

Community Facilities COVID-19 Protocols

This document outlines how the Moreton Bay Regional Council community facilities will operate during the COVID-19 pandemic from 4 March 2022 until further notice. These protocols may be updated by Queensland Health at any time

In this Protocol:

Council means Moreton Bay Regional Council staff and contractors and includes any community association that manages the facility on behalf of Council

Hirers means the person or group booking the community facility

Participants means the people attending the community facility including the hirer, activity participants and 3rd parties engaged by the hirer.

Goal of this document

- Keep all community facilities participants and the wider community safe by preventing the spread of COVID-19.
- Encourage a safe and respectful use of community facilities and proactive communication between all stakeholders.
- Complement the standard Terms & Conditions of Hire and Health & Safety requirements.

Our commitment

Council is committed to working alongside hirers and participants to prevent the spread of COVID-19.

Council knows that hirers and Council are in this together – this means trusting others will keep us safe and that Council will do the same for them.

Council recognises that we must work together to ensure the health, safety and wellbeing of everyone in our communities.

Hirer commitment

Hirers agree to follow the protocols set out to protect the health and safety of themselves and their participants.

Community Facility participants must work together to ensure the health, safety and wellbeing of everyone. This means trusting hirers will ensure that every effort is made to keep one another, Council staff, participants and the community safe and that Council will do the same for them.

Hirers agree to follow any additional requirements that may apply to their specific activity as detailed in the relevant QLD Public Health Direction.

[Public Health and Social Measures linked to vaccination status Direction \(No. 4\) | Queensland Health](#)

Where required under the Public Health Hirers must have a current Covid Safe Checklist in place, outlining strategies to manage COVID-19 during their booking and provide the Checklist to Council for assessment prior to their booking.

On arrival to our community facilities participants must ensure the following access requirements are met:

- Participants don't have any symptoms associated with COVID-19 (e.g. fever, cough, sore throat, shortness of breath, sneezing/runny nose or loss of sense of smell).
- Participants don't have COVID-19 or are waiting results of COVID-19 test.
- Participants are not a close contact with any known cases of COVID-19 in the past 7 days, have a negative result after Day 6 and no Covid-19 symptoms. [Definition of Close Contact](#)

Social distancing and gathering numbers

Physical distancing, sometimes known as “social distancing”, is about keeping a safe distance from others and advice from Queensland Health is that staying 1.5 metres away from others is an effective measure. Participants are to follow physical distancing measures, as required in the Public Health Direction at the time of their booking. Hirers agree to follow the maximum number of people permitted under the current Direction depending on the size of room hired and the activity being undertaken. Information regarding maximum room capacity is available on Council's website.

[Community halls COVID-19 measures - Moreton Bay Regional Council](#)

Personal hygiene

Hirers agree that participants will use hand sanitiser or wash their hands with soap and running water before starting an activity in the facility, using warm water if available.

Participants agree to follow good hygiene practises (coughing into elbow, handwashing for at least 20 seconds and drying) and regular cleaning of commonly touched surfaces and equipment throughout their time in Council's community halls.

Hirers agree that they and their participants will not enter Council community facilities if they have any symptoms of cold or flu.

Contact tracing

Where the Public Health Direction requires participants to check in to the facility using the Check in Qld app the Hirer agrees to follow any requirements. This information may be used by Qld Health in the event of any cases of COVID-19 being identified at the facility.

Council reserves the right to cancel any future bookings or restrict access to facilities if contact tracing requirements are not followed.

Masks

The Hirer agrees to follow any mask wearing requirements in Council community facilities in accordance with the current Public Health Direction(s).

Vaccination status

Where the Public Health Direction limits room capacities based on vaccination status, the Hirer agrees to follow any relevant capacity limits in accordance with the Direction.

COVID-19 cleaning responsibilities

Below are the shared responsibilities of Council, hirers and participants as they apply to cleaning the community facility in accordance with good hygiene, health and safety practices during the pandemic.

Council will:

- Provide hand sanitiser at the facility entry.
- Ensure soap and water is readily available and kept topped up in amenities in the community facilities.
- Professionally clean facilities daily to the required standard for health and safety of staff, hirers and participants.

Hirers will:

- Clean the venue at the end of the event in accordance with the Conditions of Hire.
- Remove all rubbish.
- Wipe down with disinfectant all equipment including chairs, tables and benches used.
- Consider the environment and what is frequently used and touched by people, noting that COVID-19 can be spread from person to person or by touching unclean equipment or surfaces. To stop the spread, focus efforts on cleaning high touch areas.

Breach of Protocols

A breach of the Community Facilities COVID-19 Protocols may result in:

- Cancellation of the booking.
- Refusal to accept future bookings.
- Extra charges being incurred.