

COVID-19 COMPLIANCE AGREEMENT

Version 2 – 13 July 2020



IMPORTANT NOTICE

Goondiwindi Regional Council is collecting this information in order to comply with its responsibilities and obligations as a Local Government. The information will only be used by Council Officers or Agencies which may have a legitimate need for the information to process applications or the like. Your information will not be given to any other person or Agency until you have given us permission or we are required to by law.

I _____ hereby agree to comply with all conditions listed below in relation to the use of the **Goondiwindi Regional Civic Centre**.

1. The maximum number of people in the venue is to comply with the State Government's 4m² per person rule and will be dependant upon which section of the centre you utilise. The maximum number of people for each area are :
 - a. Family History Room - 7
 - b. Art Space - 23
 - c. Historical Boardroom – 10
 - d. Library & Foyer - 60
2. The maximum number of people includes all attendees, for example if the use is for a workshop - in addition to the attendees it will include the presenter/ instructor, caterers if applicable, etc.
3. For contact tracing purposes, the hirer must create a register with the names and contact details of all attendees (including non-guests), and should it be requested, agrees to provide the list to Council within 24 hours.
4. The hirer is to supply hand sanitiser and have it available at all entry and exit points.
5. The Government's social distancing requirement to have 1.5 metres separation between attendees is to be met at all times unless approval is granted by Council in accordance with either (a) or (b) below.

Note : People from the same household may sit together.

- a. If the hirer wishes to conduct an activity that requires physical contact or a relaxation of social distancing rules, the hirer must provide Council with a copy of an "Industry Covid Safe Plan" for the activity that has been approved by the Queensland State Government, and when using the venue the hirer is responsible for ensuring full compliance with the approved "Industry Covid Safe Plan".
 - b. In the situation where a hirer wishes to conduct an activity that requires physical contact or a relaxation of social distancing rules and does not have an "Industry Covid Safe Plan" for the activity, the hirer may complete a "Covid Safe Checklist : Voluntary" and submit it to Council for consideration. The activity cannot commence until written approval is granted by Council.
6. All tables and chairs that are used must be wiped down with disinfectant prior to packing up at the completion of hire.

SIGNATURE

Customer Signature:		Date:	
Organisation:			

OFFICE USE ONLY

Date Receive:		CSO Initials:	
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