

# PNB COVID Safety Subcommittee

## ‘COVID Safe Plans’

Members – Y.L. Kwan (Convenor), David B-S, John M, Peter T, Roger F (ex-officio)

### Terms of reference

- a) To monitor closely unfolding NSW Government COVID restrictions and requirements relating to club activities.
- b) To determine what club activities can be conducted physically within those restrictions and requirements
- c) To liaise with the organisers of club outings and activities on how and when they can be held and the conduct of those events, including any restrictions
- d) To monitor Norths Leagues Club requirements for meetings.
- e) To advise the committee of the outcomes of the above matters.

### Lines of Responsibility –

- The Sub-committee is responsible to the Club Committee.
- Sub-committee is to provide timely advice to all activity and outings organisers (tennis, golf, tours & outings, 2:50 club, Lost Soles, bowls, cycling, movies, music & art, sailing etc)
- Activity organisers are responsible for implementing COVID Safe Plans as adopted and advised by the sub-committee from time to time.
- The sub-committee to provide information as required to
  - o the Newsletter editor for general publication in the monthly newsletter
  - o the Post Master for the dissemination of any *ad hoc* (urgent) advice to Club members

### Input information

- Feeds from relevant website, plus
- Minimum weekly updates from other appropriate sources

### Output information

- The convenor to furnish a monthly report to the Committee for noting, discussion and approval of any recommendations contained therein, **plus**

- Additional communications (news flash) to be provided as often as are required, to accommodate changes as they arise, from NSW, the Govt of NSW, and various vendors and suppliers (including Norths, tour bus companies etc). These can go to the membership via the Post Master
- The approved monthly report, and all news flash items, should also go to all activity and outings organisers for information, or implementation, as appropriate

#### Key components of COVID Safe Plans

- Maintenance of well established standard safety procedures including checking into venues using appropriate QR codes (or equivalent manual procedures), appropriate social distancing, hand hygiene measures and current regulations pertaining to the partaking of foods and drinks.
- A 'welcome officer' at meetings whose task is to give advice to individuals when required safety measures are not adhered to. For activities, this task falls on the leader of the activity.
- Wearing of face covering as dictated by current State Regulations as well as by event venues
- A statement indicating that *the Club strongly advises that only fully vaccinated individuals should consider attending any Club events, in due consideration of the welfare of all other attending members and guests, given that we are all in a vulnerable age group. This is in line with current Public Health Orders. And, by attending, you are indicating that you are currently well and do not have any symptoms consistent with a COVID infection.*
- Once adopted (whether by voting in a general meeting), this statement should be publicized as widely as possible – including the newsletter and the PNB website.
- A system in place to ensure a rapid response to changing regulations, as close to real time as possible, by:
  - o Regular checking for the latest information as indicated above (such as automatic feeds)
  - o Clear and recognized communication channels to all key position holders in the Club
  - o Nominated deputies to key positions in the sub-committee (can be deputized between members within the sub-committee) to cover for periods of absence.

#### Amendments

- 7.10.21: 'Graeme A' deleted under 'Members' (line 1)