

## The return to face to face council meetings from 7<sup>th</sup> May 2021

The temporary regulations enabling remote meetings expired on 7 May 2021 and the Government now requires meetings of the full council, Cabinet, committees, panels and boards (that are open to the public) to be held in public so members of the public can attend in person.

A tremendous effort has gone into trying to ensure that any council meetings taking place in person will be held in a COVID-19 secure environment. Your safety is our utmost priority, whilst also supporting transparency, accountability and effective decision making.

### The venue for face to face meetings

All the formal council meetings from 5<sup>th</sup> July will take place at **100 Embankment, Cathedral Approach, Salford, M3 7NJ**, as this is the most appropriate, suitably sized venue available to the city council, where meetings can take place in a COVID-secure way.

### COVID-secure face to face meetings

Listed below are some of the control measures that we have had to put in place at the meetings to minimise the risk of the transmission of the virus. It is very important that all persons attending the meetings comply with the following:

1. Please arrive at least 15 minutes before the start of the meeting to allow for controlled access to the building and meeting space.
2. A marshal will be onsite to greet you and will escort you to the meeting.
3. The meeting will be run in line with Government guidance, and using the principle of 'hands, face and space'. Therefore, you are asked to regularly wash and sanitise your hands, wear a face covering at all times unless you hold a medical exemption, and please maintain a two metre distance from others at all times whilst in the building.
4. Movement around the meeting spaces will be kept to an absolute minimum with pre-defined entrances and exits (the marshal onsite will cover this in more detail with you when you arrive).
5. **A vital element of our COVID-secure plans is that everyone attending should complete a COVID-19 lateral flow home tests three days before the meeting and on the morning of the meeting:**
  - You can collect or order the home testing kits by:
    - [Ordering](#) a box of test kits to be delivered to your home
    - [Collecting](#) a box of test kits from a local collection point
  - If you test positive before or on the day you were meant to attend the meeting **under no circumstances should you attend**, please email your apologies to Democratic Services at [decisionmakingandscrutiny@salford.gov.uk](mailto:decisionmakingandscrutiny@salford.gov.uk)
  - If your lateral flow test is positive you will then need to [book a complementary PCR Test](#) and follow national guidance on self-isolating.
6. Despite all the COVID-secure measures we have put in place there remains a residual risk and coronavirus can make anyone seriously ill. For some of you the risk is higher, particularly if...
  - you are clinically extremely vulnerable or if you are at significant risk

- you have one or more health conditions as a number of risk factors may interact as well as health conditions.

You may wish to take medical advice about your particular circumstances, if either of the above applies to you, before you make a decision about attending a face to face meeting.

### **Travelling to 100 Embankment**

- By foot: A range of walking routes are available.
- By train: Manchester Victoria Railway Station is a couple of minutes' walk from 100 Embankment.
- By car: Q-Park Deansgate North, 2 Chapel Street, Manchester, M3 7WJ, is located underneath the Embankment development. Parking can be pre-booked on the website below.

[Deansgate North Parking | Manchester Car Parks | Q-Park](#)