

Committee	FULL COUNCIL
Date	16th March 2020
Agenda Item	19

To receive a report on measures to protect Council staff from the Coronavirus

Policy at HTC on the Coronavirus

Halstead Town Council has a responsibility to take all necessary precautions to protect its staff.

All those visiting the council offices for whatever reason are asked to wash their hands before entering the offices.

Anyone who has recently travelled outside the UK is asked not to visit the offices for at least 2 weeks after their return, and if they have symptoms until the symptoms have gone.

Members of staff, particularly if they have members of their own family who are vulnerable, reserve the right to work from home if there should be a significant rise in the number of cases.

Recommendation: that Council approves the policy on the Coronavirus.



Sarah Greateorex
Town Clerk