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# Bolton Council

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**Dear Business Owner/Licensee,**

My last communication focused on the Euros, and although the final result was disappointing, the tremendous effort by the hospitality industry in supporting England's efforts was amazing. As a licensing authority we were delighted by the way the industry in Bolton supported the event and ensured compliance with COVID regulations.

As we enter Step 4 of the Government's covid roadmap, legal covid restrictions are being lifted and responsibility will shift to decisions made by individuals, businesses, and organisations. Whilst legal restrictions have been lifted, this continues to be a challenging time, as rates of COVID-19 transmission are still increasing in the Borough, from an already high level.

We strongly recommend that you maintain Covid safe measures to help protect you, your staff, and your customers in line with the detailed guidance for hospitality venues set out by Government to support Step 4 of the roadmap. This guidance can be access via the links below:

- Working safely guidance: <https://www.gov.uk/guidance/working-safely-during-covid-19>
- Events guidance: <https://www.gov.uk/guidance/working-safely-during-covid-19/events-and-attractions>
- Advice and support is also available from Business Bolton <https://www.businessbolton.org/covid19>

The following areas have been highlighted as requiring attention:

- Encourage the use of face coverings and include this in your risk assessment. It is expected and recommended that face coverings are worn indoors, and in particular in crowded areas
- Continue with hygiene measures - hand washing, hand sanitation and sanitation stations.
- Continue with enhanced cleaning regime.
- Provide good ventilation, open doors and windows or good mechanical ventilation.
- Ensure staff do not attend work if they're ill, isolating or test positive.
- Request customers to stay away if they're ill, isolating or test positive.

**We'd encourage you to familiarise yourself with the guidance, implement any recommended steps and in particular review your current risk assessments.** As an employer you are required by health and safety law to protect employees and others from harm and by carry out a risk

assessment. Covid 19 should be covered within the risk assessment for your business. Guidance on risk assessment, including templates you can use for your business can be found on the HSE (Health & Safety Executive) website via the following link: [https://www.hse.gov.uk/simple-health-safety/risk/index.htm?utm\\_source=hse.gov.uk&utm\\_medium=refferal&utm\\_campaign=risk&utm\\_content=home-page-info](https://www.hse.gov.uk/simple-health-safety/risk/index.htm?utm_source=hse.gov.uk&utm_medium=refferal&utm_campaign=risk&utm_content=home-page-info)

Officers from Licensing & Regulatory Services supported by colleagues for the Greater Manchester Police will continue to visit premises, supporting businesses, and ensuring activity is being delivered safely.

It's important to remember that the pandemic is not over and that everyone in Bolton takes regular home tests and accepts the offer of both doses of the vaccine.

I'll continue to communicate with you as we move forward, but if you have any questions, please contact us by email at [licensing.unit@bolton.gov.uk](mailto:licensing.unit@bolton.gov.uk)

Yours faithfully

Patricia Clyne  
Licensing Manager