

By Email

Public Health Directorate  
Sand Martin House  
Bittern Way, Fletton Quays  
Peterborough,  
PE2 8TY

18<sup>th</sup> November 2021

**An important message from Jyoti Atri, Director of Public Health for Peterborough**

Dear Event Organiser,

As Director of Public Health for Peterborough, I am writing to thank you for all the efforts you have made throughout the many months of the pandemic to reduce the COVID-19 risks in your community.

However, COVID-19 has not gone away, and I am writing today to give you an update on the current situation facing Peterborough. We have a high number of cases of COVID-19, low vaccination coverage in some areas and along with related hospital admissions which are adding to the seasonal and backlog of booked admissions, there is a huge pressure on the local NHS. Consequently, the Government has granted us the status of being an Enhanced Response Area (ERA).

This means they recognise the seriousness of the situation that COVID-19 presents in the local area. As part of this, we need businesses, event organisers / venues, schools and higher education settings like yours to continue to support efforts to lower the risk of transmission to keep our communities safe, particularly as we move into winter when we have increases in many illnesses.

As the festive season approaches it is likely staff will be wanting to celebrate either in work or outside of work which will increase the risk of infection spread. It becomes more important than ever to remind staff and participants of these risks and that it is best to avoid large numbers of people gathering in enclosed spaces.

You are **legally required** to complete a risk assessment for holding any events on-site, which includes the COVID-19 risks (this can be as part of the normal Health and Safety risk assessment and/or Event Management Plan). If indoors, this includes the ventilation assessment of indoor spaces referred to above.

In addition, we strongly advise that you adopt the following measures if you are holding an event particularly as we have the ERA status, this includes holding Christmas events on site.

- a. Use the [NHS Covid Pass](#) system as per Government guidance for events.
- b. Face coverings should be worn by anyone over the age of 11 years unless exempt indoors and in crowded areas outside, on public transport arranged for attendees e.g., coaches, taxis, and/or car sharing.
- c. Set up the event to enable social distancing.
- d. If any person has COVID-19 symptoms, they should not attend.
- e. Recommend that staff and attendees carry out lateral flow testing prior to the event and for 4 - 5 days after the event.
- f. Use the NHS QR code to help trace and stop the spread of COVID-19.

- g. Undertake regular and frequent cleaning of high frequency touch points.
- h. Promote and provide easy access for regular hand washing and the provision of hand sanitisers.
- i. Keep COVID-19 safe arrangements for any food and drink offered during the event.
- j. Display prominent COVID-19 safe messages, posters etc. reminding attendees to take the common-sense precautions and encourage vaccine uptake ([both Covid and Flu vaccines](#)) and Covid testing.

Our commitment is to help and support you and your team to do the right thing – for the benefit of their health and for your organisation.

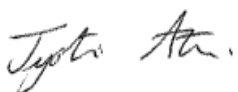
You can support the ERA status campaign by using the [ERA Toolkit](#) for your own social media channels (Cabinet Office approved content) or alternatively, by sharing the official PCC social media messages.

If you do have any questions, please contact us on [C19.events@cambridgeshire.gov.uk](mailto:C19.events@cambridgeshire.gov.uk)

Alternatively contact your local authority for Safety Advisory Group advice:

Peterborough: [Justin.Beaumont@peterborough.gov.uk](mailto:Justin.Beaumont@peterborough.gov.uk)

Yours faithfully,



Jyoti Atri  
Director of Public Health  
Peterborough City Council & Cambridgeshire County Council

#### Sources

<https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation/index.htm>  
[https://breathefreely.org.uk/ventilation-tool/?utm\\_source=govdelivery&utm\\_medium=email&utm\\_campaign=guidance-push-hse&utm\\_term=ventilation-tool&utm\\_content=helex-13-sep-21](https://breathefreely.org.uk/ventilation-tool/?utm_source=govdelivery&utm_medium=email&utm_campaign=guidance-push-hse&utm_term=ventilation-tool&utm_content=helex-13-sep-21)  
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