

**London Borough of Merton**  
**Guidance on attending meetings of the Council and Committees**  
**during Covid-19 Restrictions**

This guidance applies to all Council and Committee meetings held in public.

1. All meetings will be held within the Council Chamber where social distancing can be observed. The dates and times of meetings can be found on the Council's website.
2. Do not attend any meetings in person if you are experiencing Covid-19 symptoms: a high temperature, a new, continuous cough or a loss/change to your sense of smell or taste.
3. Attendees are requested to take a lateral flow test (LFT) 24-48 hours prior to attending a meeting. Lateral flow tests should be registered on the NHS app. If you have a positive LFT result, you should not come to the meeting. Please note that you are still requested to take a LFT even if you have been double vaccinated.
4. Whilst attendance at the meetings is permitted, members of the public and those not directly involved within decision-making are encouraged to continue to view meetings online via the Council's Youtube channel or to participate remotely via Zoom.
5. Hand sanitizing solution will be available at the entrance/exit of the Chamber and all attendees are requested to use this on their way in and out of the meeting.
6. Cleaning wipes will also be made available for use.
7. Windows will be kept open at all times to ensure ventilation. The number of windows open will be minimised during winter months and/or during extreme weather.
8. The Council Chamber will be cleaned before and after each meeting.
9. You will be requested to wear a mask (unless you are exempt) at all times whilst in the Council Chamber except when you are speaking during the meeting itself.
10. Please arrange to arrive into the meeting room no more than 15 minutes prior to the start of the meeting and leave promptly once it has finished to minimise contact.
11. Please socially distance from all others who are not a part of your household at all times. Depending on the capacity of the meeting, seats will be appropriately marked to indicate which seats cannot be used.
12. Water will be provided but please help yourself as you enter the room.
13. Enter and exit the meeting room via the one-way system

You can collect up to 2 boxes of 7 rapid tests to use twice a week at home from:

- [Merton libraries](#)
- Pharmacies: [find a pharmacy where you can collect rapid tests](#)
- NHS Test and Trace sites: [find a test site where you can collect rapid tests](#)

- Home delivery: If you can't use the other options, you can [order a box of tests online](#) or by calling 119

If testing at home, you will need to [register the results online](#) or by calling 119.

We recommend that you have a supervised test before you start testing yourself at home. [How to book a lateral flow test](#)

These measures will regularly be reviewed and updated depending on Government Guidance.

For any queries relating to this guidance please contact:

Democratic Services

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