

## MEETINGS OF PLANNING AND STRATEGIC PLANNING COMMITTEES – ADVICE RE ATTENDING DURING THE COVID-19 PANDEMIC

During the period of the Covid-19 restrictions, and in order to maintain social distancing, all interested parties should be aware that only very limited numbers of people will be permitted to physically attend the meetings at Havering Town Hall. Attendees will be limited to the Members of the Committee, certain officers required to be present and a maximum of two members of the public. All other parties required to address the Committee (applicant, registered objectors, ward Councillors etc) should continue to access the meeting via the Zoom link provided by the clerk and not attend the Town Hall in person.

Members of the public should be aware that, if they are present in the meeting room, they will not have any opportunity to address the meeting. Members of the public who have registered as objectors etc to an application will be given details of a Zoom link by which they will be able to address the meeting remotely. Any members of the public who wish to attend the Town Hall to observe proceedings only must pre-book this via the Planning Desk (calling 01708 433100). As stated, the requirement to maintain social distancing means that a maximum of two people may attend the Town Hall to observe the meeting. A webcast of the meeting will continue to be available via the Council's website – [www.havering.gov.uk](http://www.havering.gov.uk)

All attendees should be aware that face coverings must be worn at all times in the Town Hall and should only be removed if addressing the meeting. In order to reduce the risk of transmission, no refreshments of any kind will be available at the meeting and attendees should therefore ensure they bring with them sufficient supplies of water etc to the meeting and that this is taken away with them afterwards. Hand sanitiser is available at the entrance to the meeting room and should be used by everyone attending the meeting.

For any further enquiries, please contact  
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