

Dear all

Please find attached a comprehensive list of the question and answers that we received during the Zoom call in Thursday 23 July. I hope that all scenarios have been covered and you found the meeting to be useful.

It has been brought to my attention that the current Centre Guidance currently states that a normal Risk Assessment is *not necessary, but advisable*. I will amend the wording of this in the next Centre Guidance update for 2020 (due to be released later this year). Whilst we do not expect any Centre to be qualified as an HSE expert, a risk assessment should be completed for all Centre events as a matter of precaution. A risk assessment is not a statutory requirement but it does show good practice and this is particularly important in today's climate, especially where Centres are running events for other members. Risk Assessments do not require signatures, but should be kept on file for at least 6 years to reflect the requirements of potential Insurance claims.

I have also uploaded some Club signage to Box that you can use on the rally field if you wish – these and other information can be located in the Divisions, Regions and Centres Administration folder (1. Covid-19) – please forward the necessary information to your fellow Committee members.

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Kind regards
Rebecca Newman

Governance Coordinator
Directorate
Caravan and Motorhome Club