



Lions Event Management – COVID 19

This advice relates to any events arranged by Lions in the current environment, including club meetings, weekend events, seminars, workshops and conferences.

Government Directions

Lions must follow all government directions.

Currently gatherings exceeding 100 persons or more in close proximity will be cancelled.

Risk Management

The focus of Risk Management in the COVID 19 environment is to reduce the rate of spread of the illness so that health authorities can manage the cases.

The principle methods to reduce the spread of the virus are;

1. Personal care: - Hand-washing, hygiene around sneezing, self-isolation if symptomatic or at risk.
<https://www.health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus/covid-19-novel-coronavirus-health-advice-general-public#prevention>
2. Social distancing
 - a. Staying at home when you are unwell
 - b. Avoiding large public gatherings if they're not essential
 - c. Keeping a distance of at least 1 metre between you and other people whenever possible
 - d. Minimising physical contact, especially with people at higher risk such as older people and people with existing health conditions.

Those individuals at higher risk

Medical evidence suggests that the virus symptoms vary broadly. Some individuals report mild, cold-like symptoms, while for others, the risks are more severe and even fatal. Those most at risk are the elderly, those with compromised immune systems and with underlying conditions including heart disease and diabetes.

Irrespective of the individual response to the illness, it should be remembered that those with even mild symptoms can pass the illness to others. The principle management strategy is to reduce disease transmission through appropriate behaviours.

Event management

Lions Clubs with events planned in the coming months should have the Club's Health & Safety Officer and the Club Board conduct a risk assessment on each event, documenting the results.

The risk assessment should consider:

- a. Numbers of participants
- b. Likelihood of 'at risk' participants attending.
- c. 'Social distance' – are participants likely to be in close proximity.
- d. Availability of hygiene facilities. (handwashing, hand sanitisers etc)
- e. Ability to control entry. (Is it possible to restrict entry to those who are observed as being unwell?)
- f. Does it comply with government advice?



Precautionary principle

Lions should carefully consider the 'downside' of cancelling events.

- Is the event essential?
- What are the true consequences of cancelling Financial, and Reputational?
- Is it better to cancel now rather than cancelling closer to the event and affecting more people?
- What are the alternatives?

It is not necessary to cancel every event or club meeting unless events are specifically prohibited by Government.

Each event or meeting has its own constraints and clubs need to conduct their own risk assessment.

Specific guidance

1. Club meetings

- a. Consider whether the club can apply good hygiene and 'social distance' practices to reduce risks.
- b. Consider advising 'at risk' members to miss the meeting rather than place themselves at risk.
- c. Monitor and enforce restrictions that unwell members do not attend.
- d. Consider alternatives for essential business. Teleconferencing, ringing around members for telephone voting on important issues.

2. Barbeques and fundraising

- a. Are the events essential?
- b. Are your food-handling practices up to date?
- c. Check with the venues. Some venues may pro-actively cancel fundraising BBQ's.

3. Competitions including Speechmaker

- a. Can you run the event with restricted attendance of spectators? E.g.: Immediate family only.
- b. Can you 'ramp-up' hygiene? e.g.: by providing hand-sanitiser.
- c. Can you restrict Lions attendance to essential personnel?
- d. Can you use technology such a 'Facebook-live' to stream the event to those who cannot attend?

4. Seminars and workshops

- a. Are these events essential?
- b. What is the venue policy on events?
- c. Can the information be supplied in a different way?

Information sources

New Zealanders should seek their information from reputable sources. Much of the information circulated on social media is not substantiated. You should regularly check information on the New Zealand Government Health websites:

<https://www.health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus>

<https://covid19.govt.nz/>

The World Health organisation website is also a useful resource.

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019>



Lions Clubs New Zealand

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If you require support regarding your risk assessment and insurance, please contact any of the following Lions:

Contact Name	Email	Phone
DG 202J Kevin Bryson	202j.dg@lionsclubs.org.nz	
DG202M Jack Hayes	jackhayes@gmail.com	06 377 2911
MD Alerts Coordinator Michael Pollitt	mpollitt@pl.net	

Lions National events and decision-making

There are a number of events coming up, and national decisions, such as the Whangarei Convention. The Multiple District Council is working through these issues and has made the decision to cancel the MD202 Convention. Further details on arrangements around the AGM process will be provided to members in due course as these are worked through.

Please be patient as this is a new and complex issue, and one that is developing each day.

Lions humanitarian support during this crisis

It is unfortunate to cancel events that are important to your club and district, and that have involved significant effort of many Lions in the planning and execution.

Lions have an important role to play in this crisis just as they have in the past.

If your hard-working Lions are released from activities due to event cancellation, please consider how your club may be able to help others affected during this emergency.

It is also very important that we continue to look into the welfare of our own members, to provide what support we can.

Stay well Lions.

Yours sincerely

Helen Williams

Helen Williams
Council Chairman