

FACTSHEET

INDOOR AND OUTDOOR SPACES



This fact sheet has been designed to assist businesses with setting up their premises to operate according to the latest restrictions and Public Health Directions for indoor and outdoor areas.

The Risk Mitigation Guidance attached to the Public Health Directions provides that in a given occupied space, there be a density of no more than one person per 4 square metres of floor space (taking into account objects and items that may impact the total free space). This means that businesses need to consider items and objects that may impact space for seating patrons, such as permanent fixtures (for example pylons, countertops, benches and gaming machines).

The back of house, kitchen preparation and service counter areas should not be included in the one person per 4 square metre calculation for determining your maximum allowable number of seated customers. While observing the one person per 4 square metre rule, tables must also be positioned far enough apart to allow for a minimum of 1.5 metres between patrons.

For further assistance with calculating the 4 square metre rule for your business, refer to the fact sheet provided in the *Business Resource Kit*.

Businesses looking to create additional space must be aware that there are requirements for what defines an indoor or outdoor space that they must consider.

Indoor:

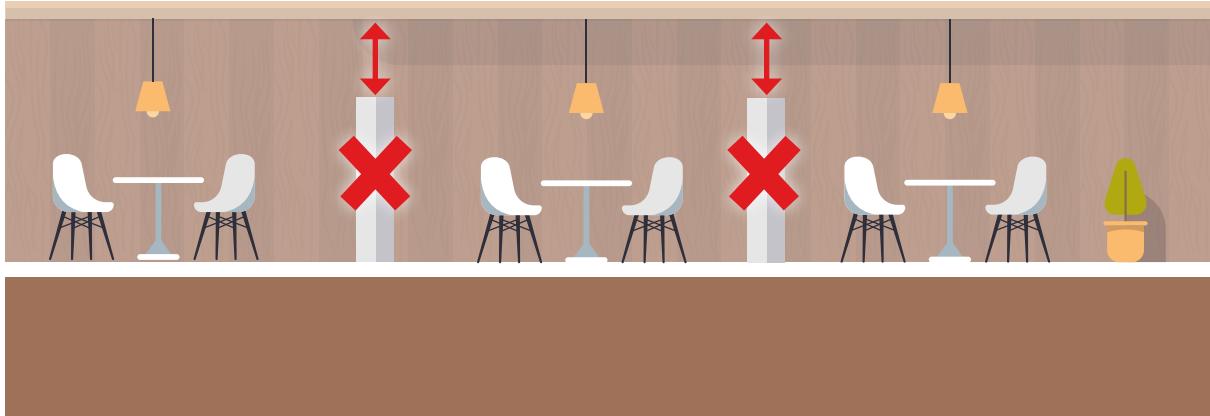
Any division of space needs to be a **floor to ceiling solid separation**. Plants, curtains (of any thickness or length) or decorative dividers with holes/patterns/gaps of any size (such as lattice, breeze blocks, short walls) are not permitted.

The walls must be solid construction. If a premise is looking to construct solid walls, they need to be aware that building approval may be required.

Outdoor:

Where establishments may have outdoor dining side by side with another establishment, a suitable gap must be maintained to ensure **one person per 4 square metre** and **1.5 metres** between patrons can be maintained at both premises.

Example 1

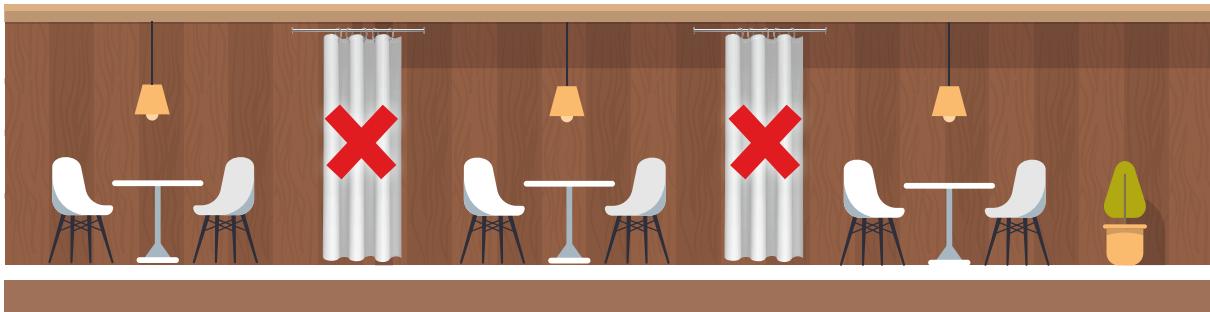


A business has attempted to create two separate indoor areas by installing a temporary wall. The wall meets appropriate building guidelines, and there is a separate entry and exit. However, the wall only extends from the floor two thirds of the way to the ceiling and is a latticed structure.

Problem: To fully or substantially enclose the space, the temporary wall needs to be solid and must reach from the floor to the ceiling.

Solution: The wall needs to be extended so that it fully extends from floor to ceiling with no holes or gaps.

Example 2



A business has attempted to create two separate indoor areas by installing a temporary curtain. The curtain is only partly dividing the areas, and there is no defined entry and exit point.

Problem: Curtains are not an appropriate form of separation. The separation must be solid and should fully extend from floor to ceiling with no holes and gaps.

Solution: The business owner will have to proceed with the area they intended to divide operating as a single indoor space. However, the curtain could also be replaced with a solid and temporary wall. If the solid wall met building guidelines, then it could enable two indoor areas.

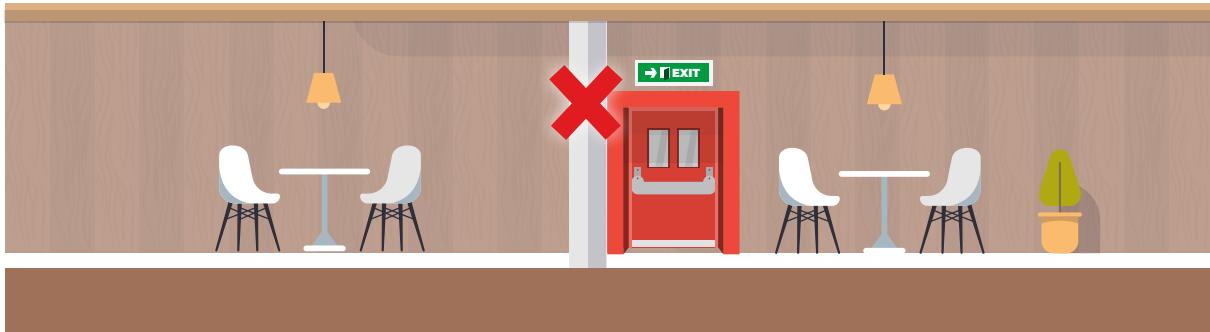


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Indoor and outdoor spaces

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Example 3



A business has installed a temporary wall to create two separate indoor areas.

The wall meets the floor to ceiling requirements for an enclosed space and there is an appropriate entry and exit. However, the new wall is now blocking off a pre-existing emergency exit to the outside. The new indoor space also does not have smoke alarms.

Problem: The space is not compliant with ACT building guidelines and emergency fire requirements.

Solution: The temporary wall needs to be installed so that it does not obstruct the emergency exit and the indoor spaces both need to have appropriate fire detection systems. It must meet ACT building code and may require a building surveyor to conduct an inspection where amendments are made.

Example 4



A business has used plants to divide an outdoor seating area into two separate spaces.

Problem: Plants are not an appropriate form of separation.

Solution: The business owner will have to proceed with the area they intended to divide operating as a single outdoor space.

Note: In most cases it is not possible for a business to separate their outdoor area into two spaces. However, there may be a small number of facilities that are large enough to configure spaces appropriately to have two outdoor spaces in operation. These facilities are encouraged to discuss their proposed arrangement with Access Canberra to see if this can meet requirements.

Have you got a COVID Safety Plan?

All operating businesses must have a **COVID Safety Plan** and businesses may be asked to produce their plans on request by an authorised officer.

For further guidance on developing a **COVID Safety Plan** for your business, visit the **COVID19 website**.

This information is correct as of 19 June 2020. For the latest advice on restrictions please check covid19.act.gov.au or call the COVID-19 helpline on (02) 6207 7244.

The Business Resource Kit includes: guidelines for creating a COVID Safety Plan; posters for displaying in your business premises; fact sheets and case studies to provide up to date information and clear advice; and other useful resources.

Find the kit at

www.covid19.act.gov.au/resources

Canberra Business Advice and Support Service: Business owners can receive up to four hours of free, tailored advice and access online business development resources. Call (02) 6297 3121.

Information in this factsheet is for illustrative purposes only and is not an accurate representation of any particular business.



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