

COVID PROTECTION FRAMEWORK (TRAFFIC LIGHTS) FOR SELWYN DISTRICT COUNCIL

Note the requirement for Vaccine Passport may be revised depending on level of risk. Council will advise all staff and elected members and other visiting our facilities/ reserves if changes are made.

Community Services and Facilities Group 3 December 2021	Green Limited community transmission and COVID-19 case numbers are at levels the health system can manage.	Orange Community transmission is increasing and putting pressure on the health system.	Red Health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
Selwyn Aquatic Centre and Darfield Pool	<p>Rationale</p> <ul style="list-style-type: none"> • Services/staff in same spaces as mandated services • Risk for staff low • Risk or loss of staffing capacity low. 	<p>Rationale</p> <ul style="list-style-type: none"> • High number of vulnerable users, under 12s, school visits, elderly and rehabilitation users • A large number of classes per week would be required to cease for service to continue • Unable to hold any education classes for visiting schools. Schools are likely unwilling to attend if the entire venue (including staff) does not require a Vaccine Passport to enter • Gym services (group fitness) are required by governments guidelines to be double vaccinated, i.e. cannot be open without Vaccine Passport • Services/staff in same spaces as services that are required by governments guidelines to be double vaccinated (gym, close proximity) • Risk for staff is low if the facility requires a Vaccine Passport to enter. Some staff have expressed apprehension to come to work in a public environment without a Vaccine Passport in place • Would be unable to provide services if a number of staff got COVID (as difficult to recruit/retain staff). 	<p>Rationale</p> <ul style="list-style-type: none"> • High number of vulnerable users, over 2500 under 12s in learn to swim, school visits, the elderly and rehabilitation users • A large number of classes per week would be required to cease for service to continue • Gym services (group fitness) mandated - cannot open without Vaccine Passport • Unable to hold any education classes for visiting schools. Schools are likely unwilling to attend if the entire venue (including staff) does not require a Vaccine Passport to enter • Services/staff in same spaces as mandated services • Risk for staff is low if the facility requires a Vaccine Passport to enter. Some staff have expressed apprehension to come to work in a public environment without a Vaccine Passport in place. • Would be unable to provide services if number staff got COVID (as difficult to recruit/retain staff). •

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Selwyn Aquatic Centre and Darfield Pool	Key Actions Vaccine Passports (evidence of double immunisation) are not required. Masks required. No capacity limits apart from gym areas which have capacity up to 100 based on 1 metre of space per person. Record keeping rule applies. Vaccine Passports (evidence of double immunisation) required for those 12 years and 3 months and older. These will be checked on entry.	Key Actions Vaccine Passports (evidence of double immunisation) required for those 12 years and 3 months and older. These will be checked on entry. Capacity limits based on 1 metre distancing. Masks are required on entry. Record keeping rule applies.	Key Actions Capacity limits based on 1 metre distancing. Masks are required on entry. Record keeping rule applies.
Other Outdoor Pools Including: Southbridge Pool Leeston Pool Killinchy Pool Sheffield Pool	Rationale	Rationale <ul style="list-style-type: none"> • Other Council outdoor pools do not have more than 50 people in attendance at any time • Other Council outdoor pools provide sufficient spacing for 1 metre distancing • Other Council outdoor pools will remain Vaccination Free with one exception. The exception is when / if there is a “Controlled / Ticketed Event”. In such instances the particular pool will require a Vaccine Passport. 	Rationale

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Other Outdoor Pools Including: Southbridge Pool Leeston Pool Killinchy Pool Sheffield Pool	Key Actions Vaccine Passports (evidence of double immunisation) are not required. Masks required. No capacity limits apart from gym areas which have capacity up to 100 based on 1 metre of space per person. Record keeping rule applies. (scan/sign-in) Vaccine Passports (evidence of double immunisation) required for those 12 years and 3 months and older. These will be checked on entry.	Key Actions Vaccine Passports (evidence of double immunisation) are not required. Capacity limits based on 1 metre distancing. Masks are required on entry. Record keeping rule applies. (scan/sign-in)	Key Actions Vaccine Passports (evidence of double immunisation) are not required. Capacity limits based on 1 metre distancing. Masks are required on entry. Record keeping rule applies. (scan/sign-in)
Core Community Centres Including: Selwyn Sports Centre (SSC) Lincoln Event Centre (LEC) West Melton Community Recreation Centre (WMCRC) Rolleston Community Centre Tai Tapu Community Centre Dunsandel Community Centre Darfield Community & Recreation Centre Including: Te Ara Ātea	Rationale	Rationale <ul style="list-style-type: none"> • High number of vulnerable users, under 12s, school visits, elderly and rehabilitation users • A large number of classes/ events per week would be required to cease for service to continue • Unable to hold any education classes for visiting schools. Schools are likely unwilling to attend if the entire venue (including staff) that does not require a Vaccine Passport to enter • Gym services (group fitness) are required by governments guidelines to be double vaccinated, cannot open without Vaccine Passport • Numbers at gatherings significantly constrained without double vaccination • Ticketed events could not take place without double vaccination 	Rationale

Community Services and Facilities Group 3 December 2021	Green Limited community transmission and COVID-19 case numbers are at levels the health system can manage.	Orange Community transmission is increasing and putting pressure on the health system.	Red Health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
		<ul style="list-style-type: none"> • The café in Te Ara Ātea will be using a Vaccine Passport and this cannot be separated out from the rest of the facility , so the whole premises needs to operate with a Vaccine Passport • Risk for staff is low if the facility requires a Vaccine Passport to enter. Some staff have expressed apprehension to come to work in a public environment without a Vaccine Passport in place • Services/staff in same spaces as services that are required by government's guidelines to be double vaccinated • Would be unable to provide services if number of staff got COVID (as difficult to recruit/retain staff). 	
Core Community Centres	<p>Key Actions</p> <p>Vaccine Passports (evidence of double immunisation) are not required.</p> <p>Masks required.</p> <p>No capacity limits apart from gym areas which have capacity up to 100 based on 1 metre of space per person.</p> <p>Record keeping rule applies. (scan/sign-in)</p> <p>Vaccine Passports (evidence of double immunisation) required for those 12 years and 3 months and older. These will be checked on entry.</p>	<p>Key Actions</p> <p>Vaccine Passports (evidence of double immunisation) required for those 12 years and 3 months and older. These will be checked on entry.</p> <p>Capacity limits based on 1 metre distancing.</p> <p>Masks are required on entry.</p> <p>Record keeping rule applies.</p> <p>Operating Procedures will be in place at each community centre and must be complied with.</p>	<p>Key Actions</p> <p>Vaccine Passports (evidence of double immunisation) required for those 12 years and 3 months and older. These will be checked on entry.</p> <p>Capacity limits based on 1 metre distancing.</p> <p>Masks are required on entry.</p> <p>Record keeping rule applies.</p>

Community Services and Facilities Group 3 December 2021	Green Limited community transmission and COVID-19 case numbers are at levels the health system can manage.	Orange Community transmission is increasing and putting pressure on the health system.	Red Health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
Libraries/Service Centres Including: Te Ara Ātea Lincoln Library / Service Centre Darfield Library / Service Centre Leeston Library / Service Centre	Rationale	Rationale <ul style="list-style-type: none"> • High number of vulnerable users, under 12 School visits, elderly people with disabilities • A large number of programmes per week would be required to cease or be further restricted for service to continue • Feedback received from residents / members that they would feel uncomfortable visiting the library / service centre without a Vaccine Passport requirement • Venue hirers- Some clients have expressed an unwillingness to use a venue, which does not require a Vaccine Passport • Unable to hold any programmes / classes for visiting schools. Schools are unable to attend if the entire venue (including staff and customers) does not require a Vaccine Passport to enter • Shared-type objects and equipment such as Lego and VR cannot be in use • Some volunteers and programme deliverers have expressed apprehension on performing duties to unvaccinated attendees • Risk for staff is low if the facility requires a Vaccine Passport to enter. Some staff have expressed apprehension to come to work in a public environment without a Vaccine Passport in place • Would be unable to provide services if number of staff got COVID (as difficult to recruit/retain staff). 	Rationale
Libraries/Service Centres	Key Actions Vaccine Passports (evidence of double immunisation) are not required. No capacity limits. Record keeping rule applies. (scan/sign-in)	Key Actions Vaccine Passports (evidence of double immunisation) required for those 12 years and 3 months and older. Capacity limits based on 1 metre distancing. Mask wearing required for staff and visitors in public areas.	Key Actions Vaccine Passports (evidence of double immunisation) required for those 12 years and 3 months and older. Capacity limits based on 1 metre distancing.

Community Services and Facilities Group 3 December 2021	Green Limited community transmission and COVID-19 case numbers are at levels the health system can manage.	Orange Community transmission is increasing and putting pressure on the health system.	Red Health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
	<p>Mask wearing encouraged.</p>	<p>Venue hirers can book a room during opening hours only if they are holding an event for people with Vaccine Passports (evidence of double immunisation).</p> <p>Use of Library / Service Centre, after Library hours, only available if hirer takes responsibility for ensuring their Event requires Vaccine Passports (evidence of double immunisation). Staff working the event would also need to prove vaccination status.</p> <p>Trained, experienced staff to assist with scanning and performing an educative/concierge role.</p> <p>Sanitisers provided in staff and public spaces.</p> <p>Regular cleaning of touched surfaces.</p> <p>Regular cleaning of facility, with hygiene precautions.</p> <p>Money handling protocols in place.</p> <p>Limited volunteer activity on site.</p> <p>Retail open with capacity limits, 1 metre distancing is the safety measure in place.</p> <p>Record keeping rule applies (scan/sign-in) Operating Procedures will be in place at each Library / Service Centre and must be complied with.</p>	<p>Masks are required on entry.</p> <p>May be limits / restrictions and or additional requirements on hirers.</p> <p>Record keeping rule applies (scan/sign-in).</p>

Community Services and Facilities Group 3 December 2021	Green Limited community transmission and COVID-19 case numbers are at levels the health system can manage.	Orange Community transmission is increasing and putting pressure on the health system.	Red Health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
Events at Community Centres and Halls¹ (Not Core) INDOOR Including; Arthurs Pass Community Centre, Broadfield Community Centre, Castle Hill Village Community Centre, Courtenay Hall, Doyleston Hall, Glenroy Community Hall, Glentunnel Community Centre, Greendale Hall, Greenpark Community Centre, Halkett Community Centre, Hororata Community Hall, Killinchy Community Hall, Kimberley Hall, Ladbroke Community Hall, Lake Coleridge Community Hall, Lakeside Soldiers' Memorial Hall, Little Rakaia Huts, Mead Hall, Prebbleton Community Cottage, Sheffield Community Hall, Southbridge Hall, Springston Community Hall, Tawera Memorial Hall, Weedons Community Pavilion.	Rationale	Rationale <ul style="list-style-type: none"> • Government guidance requires Vaccine Passports (evidence of double immunisation) for events to take place. With Vaccine Passports (evidence of double immunisation) there are no number limits other than the Fire Safety limits on numbers at a particular facility • Government guidance states no double vaccine – no event • Numbers at gatherings significantly constrained without double vaccinations • Ticketed events could not take place without double vaccinations • Events Delivery is defined as an activity / programme which has a controlled / ticketed entry or entry that is limited to ticketholders, specified invitees or members. Examples: ball, craft making, movie nights, performance • If a community centre / hall (not core) is hired for an event by an individual / club/ business or organisation the same key considerations and actions apply and responsibility and obligations are with the Hirer, unless staff are required to directly operationally manage / deliver the event. 	Rationale

¹ Activities that take place at a Community Centre or Hall are generally i) an event, ii) a gathering or iii) a retail operation. A retail operation is required to comply with specific retail compliance.

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<p>Events at Community Centres and Halls (Not Core)¹</p> <p>INDOOR</p> <p>A list of the Community Centres and Halls is in the Rationale Section above.</p>	<p>Key Actions</p> <p>Vaccine Passport required – open no limit to numbers other than fire safety occupancy numbers.</p> <p>Mask wearing encouraged.</p>	<p>Key Actions</p> <p>Vaccine Passports (evidence of double immunisation) are required for an “event” at a community centre / hall that is not core.</p> <p>No Vaccine Passport – no event.</p> <p>Ensure 1 metre spacing is provided and the fire safety occupancy numbers are complied with.</p> <p>Mask wearing required for staff and visitors in public areas.</p> <p>Regular cleaning, with hygiene precautions.</p> <p>At a Council managed event staff are responsible for scanning in and guidance compliance.</p> <p>In a hire situation, Terms and Conditions will outline specific obligations and responsibilities of Hirer, leading up to and at the event. In addition, if staff are required to be in attendance at event / to assist with the event, staff are expected to ensure scanning in and guidance compliance.</p> <p>In a hire situation, Terms and Conditions will outline specific obligations and responsibilities of Hirer. Terms and Conditions will make provision for spot checks to be carried out to ensure Vaccine Passport scanning-in is taking place. If staff are not involved with the delivery of the specific event, the Hirer is responsible for ensuring scanning-in and guidance compliance.</p> <p>Record keeping rule applies (scan/sign-in).</p> <p>Operating Procedures will be in place at each community centre and must be complied with.</p>	<p>Key Actions</p> <p>Vaccine Passport required - up to 100 people, based on 1 metre Distancing.</p> <p>No Vaccine Passport - up to 25 people, based on 1 metre Distancing.</p> <p>Masks are encouraged.</p> <p>Record keeping rule applies (scan/sign-in).</p> <p>Regular cleaning, with hygiene precautions.</p>

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<p>Events OUTDOOR:</p> <p>Controlled / ticketed Events Delivery are activities / programmes which have a controlled / ticketed entry or entry that is limited to ticket holders, specified invitees or members. Examples: craft making, movie nights, group programmes</p> <p>Outdoor Community Event Delivery by Community Group / Organisation may allow for unticketed entry. Examples: Fetes, Fairs, Markets</p>	<p>Rationale</p> <ul style="list-style-type: none"> • Government guidance allows events without Vaccine Passports (evidence of double immunisation) permitted for up to 100 people in total. There must be provision made for 1 metre per person distancing • Government guidance requires events for more than 100 people in total to require Vaccine Passports (evidence of double immunisation) and no number limits. 	<p>Rationale</p> <ul style="list-style-type: none"> • Government guidance allows events without Vaccine Passports (evidence of double immunisation) permitted for up to 50 people in total. There must be provision made for 1 metre per person in the venue • Government guidance requires outdoor community events for more than 50 people in total to require Vaccine Passports (evidence of double immunisation) • Government guidance allows “Controlled / Ticketed Events” and “Outdoor Community Events” with Vaccine Passports (evidence of double immunisation) for unlimited numbers. There must be Provision made for 1 metre per person distancing • No “Controlled / Ticketed Events” can take place without Vaccination Passport. 	<p>Rationale</p> <ul style="list-style-type: none"> • Government guidance allows “Controlled / Ticketed Events” and “Outdoor Community Events” with Vaccine Passports (evidence of double immunisation) for up to 100 people in total. There must be provision made for 1 metre per person distancing • Government guidance on Outdoor Community Events allows for up to 25 people in total without Vaccine Passports (evidence of double immunisation) • Government guidance on “Controlled / Ticketed Events” states no Vaccination Passport = No Event.
<p>Events OUTDOOR</p>	<p>Key Actions</p> <p>Controlled / Ticketed Events with Vaccination Passes have no limits on numbers.</p> <p>Controlled / Ticketed Events without Vaccination Passes have a limit of 100 people.</p> <p>Outdoor Community Events with Vaccination Passes have no limits on numbers.</p>	<p>Key Actions</p> <p>“Controlled / Ticketed Events” and “Outdoor Community Events” with Vaccine Passports (evidence of double immunisation) for unlimited numbers. There must be Provision made for 1 metre per person distancing.</p> <p>No “Controlled / Ticketed Events” can take place without Vaccine Passport.</p> <p>“Outdoor Community Events” allows for up to 50 people in total without Vaccine Passports (evidence of double immunisation).</p>	<p>Key Actions</p> <p>Outdoor Community Events for up to 25 people in total require Vaccine Passports (evidence of double immunisation) and 1 metre distancing.</p> <p>“Controlled / Ticketed Events” and “Outdoor Community Events” with Vaccine Passports (evidence of double immunisation) for 100 people in total.</p>

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	<p>Outdoor Community Events without Vaccination Passes have a limits of 100 people in total.</p> <p>Scan / sign in options available.</p> <p>Mask wearing encouraged.</p>	<p>Clear entry points.</p> <p>Some provision for containment / fencing area and distancing.</p> <p>Masks are encouraged.</p> <p>Record keeping rule applies (scan/sign-in).</p> <p>Regular cleaning, with hygiene precautions.</p> <p>Trained, experienced staff to assist with scanning as well as playing an educative/concierge role.</p>	<p>There must be provision made for 1 metre per person distancing.</p> <p>Masks are encouraged.</p> <p>Record keeping rule applies (scan/sign-in).</p> <p>Regular cleaning, with hygiene precautions as appropriate in outdoor setting.</p>
<p>Gatherings at Community Centres and Halls (Not Core)²</p> <p>Gatherings Delivery are defined as situations where people gather for a particular reason such as a wedding, funeral, church services, meeting.</p> <p>Gatherings are commonly one off, but not always.</p>	<p>Rationale</p> <ul style="list-style-type: none"> • Gatherings without Vaccine Passports (evidence of double immunisation) are permitted for up to 100 people in total, subject to the size of the venue (some venues are too small. There must be provision made for 1 metre per person in the venue • Gatherings for more than 50 people in total require Vaccine Passports (evidence of double immunisation). 	<p>Rationale</p> <ul style="list-style-type: none"> • Gatherings without Vaccine Passports (evidence of double immunisation) are permitted for up to 50 people in total, subject to the size of the venue (some venues are too small • There must be provision made for 1 metre per person in the venue. Additionally, the venue must be in use for no other activities / events at the time. If the venue is being used for other events / activities Vaccine Passports (evidence of double immunisation) will be required <p>Gatherings for more than 50 people in total require Vaccine Passports (evidence of double immunisation). This applies even when there are no other activities / events taking place in the venue.</p>	<p>Rationale</p> <ul style="list-style-type: none"> • Gatherings without Vaccine Passports (evidence of double immunisation) are permitted for up to 25 people in total, subject to the size of the venue (some venues are too small to provide 1 metre distancing). There must be provision made for 1 metre per person in the venue • Gatherings for more than 25 people in total require Vaccine Passports (evidence of double immunisation) up to a maximum of 100 people.

²Activities that take place at a Community Centre or Hall are generally i) an event, ii) a gathering or iii) a retail operation. A retail operation is required to comply with specific retail compliance.

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<p>A list of Community Centres and Halls to which this applies is included in Events, Indoor, (not core) above</p>	<p>Key Actions</p> <p>Vaccine Passports (evidence of double immunisation) required – open no limit on numbers other than Fire limit for Facility.</p> <p>No Vaccine Passport - up to 100 people, based on 1 metre distancing.</p> <p>No Vaccine Passport gatherings may not be able to take place if there are other users of the facility at the same time.</p> <p>Additional cleaning requirements may be required / charged.</p> <p>Scan / sign in options available.</p> <p>Mask wearing encouraged.</p> <p>Regular cleaning, with hygiene precautions.</p>	<p>Key Actions</p> <p>Where Vaccine Passports (evidence of double immunisation) ARE required there is no limit on numbers other than fire safety occupancy limit for Facility that can attend a gathering.</p> <p>Where Vaccine Passports (evidence of double immunisation) are NOT required at a gathering that is limited to up to 50 people, based on 1 metre distancing and dependent on size of the Facility.</p> <p>No Gatherings may only take place if there are no other users of the facility at the same time. Additional cleaning requirements may be required / charged.</p> <p>Record keeping rule applies (scan/sign-in).</p> <p>If Council are required to provide staff to the gathering, trained, experienced staff will oversee and manage scanning at the gathering.</p> <p>Mask wearing required for staff and visitors in public areas.</p> <p>Regular cleaning, with hygiene precautions.</p> <p>Operating Procedures will be in place at each community centre and must be complied with.</p>	<p>Key Actions</p> <p>Vaccine Passports (evidence of double immunisation) required - up to 100 people, based on 1 metre Distancing.</p> <p>No Vaccine Passport - up to 25 people, based on 1 metre Distancing.</p> <p>No Vaccine Passport gatherings may take place if there are other users of the facility at the same time. Additional cleaning requirements may be required / charged.</p> <p>Record keeping rule applies (scan/sign-in).</p> <p>Mask wearing encouraged.</p> <p>Regular cleaning, with hygiene precautions.</p>

Environmental and Regulatory Services – Field Operations	Green Limited community transmission and COVID-19 case numbers are at levels the health system can manage.	Orange Community transmission is increasing and putting pressure on the health system.	Red Health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
Vaccine passport	Yes/No	Yes	Yes
Rationale Vaccine Passport decision		<ul style="list-style-type: none"> Some commercial building sites are mandated by the Health Order (Aged care, health, education, correction facilities) Construction sector in general is pushing for full vaccination of the sector Food & Health offices require vaccine passport Travel for training/conferences PCBU responsibility to keep staff safe 	<ul style="list-style-type: none"> Some commercial building sites are mandated by the Health Order (Aged care, health, education, correction facilities) Construction sector in general is pushing for full vaccination of the sector Construction activity will continue at this level so long as no regional lockdown imposed Food & Health offices require vaccine passport PCBU responsibility to keep staff safe
Other safety Measure in Place		<ul style="list-style-type: none"> Building: QR codes required on all sites – no code = no inspection Compliance / Biodiversity: QR code scanning when available, or manual entry in Covid app where no code available Hand sanitiser, face masks required due to interaction with site personnel 	
Service Access for non-vaccination		<ul style="list-style-type: none"> Customer hub interaction only Pre-arranged / booked meetings in public meeting rooms 	
Infrastructure/Plans required		<ul style="list-style-type: none"> Risk assessment of staff roles Aim to have minimal change in vehicle allocations/drivers and cleaning vehicles of in between different drivers 	
What peers doing		<ul style="list-style-type: none"> CCC – commercial inspectors fully vaccinated 	
Risks		<ul style="list-style-type: none"> Fraudulent vaccine documentation / passport Keeping up to date with changing requirements Staff not following requirements 	

Environmental and Regulatory Services – Office Based Operations	Green Limited community transmission and COVID-19 case numbers are at levels the health system can manage.	Orange Community transmission is increasing and putting pressure on the health system.	Red Health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
Vaccine Passport	Yes/No	Yes	Yes
Rationale Vaccine Passport decision		<ul style="list-style-type: none"> Interaction with members of the public in the customer hub No separation of higher risk workers with in HQ Close proximity of workers – not maintaining 1 m separation Food & Health offices require vaccine passport Travel for training/conferences PCBU responsibility to keep staff safe 	
Other safety Measure in Place		<ul style="list-style-type: none"> QR code scanning into office each day for staff and customers Hand sanitiser, face masks required due to interaction with members of the public who may be vulnerable, and encouraged in office Flexible working arrangements utilised to limit overall number of staff in the office on a daily basis / consider work bubbles for business continuity 	
Service Access for non-vaccination		<ul style="list-style-type: none"> Determined by HQ facility requirements (ie; vaccine passport requirement) 	
Infrastructure/Plans required		<ul style="list-style-type: none"> Risk assessment of staff roles Designated areas / desks that can/cannot be used Cleaning of desk surfaces between users 	
What peers doing		<ul style="list-style-type: none"> ? 	
Risks		<ul style="list-style-type: none"> Fraudulent vaccine documentation / passport Keeping up to date with changing requirements Staff not following requirements 	

Customer Services Rolleston HQ	Green Limited community transmission and COVID-19 case numbers are at levels the health system can manage.	Orange Community transmission is increasing and putting pressure on the health system.	Red Health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
Vaccine passport	Not required	<ul style="list-style-type: none"> • Required for customers • Required for staff 	Required for customers Required for staff
Rationale	Risk for staff low Risk or loss of staffing capacity low	<ul style="list-style-type: none"> • Vaccine passport mandated for customers • CS staff assessed as medium/high risk • Multiple staff from various departments interacting with customers • Customers under 12 • PCBU obligation to protect health and safety of staff • Difficult to maintain service levels if staff contracted Covid-19 • Risk to users – other public health measure not as affective • Multi-use facility with mix of public and non-public spaces • Alternative service access is available 	<ul style="list-style-type: none"> • Vaccine passport mandated for customers • CS staff assessed as medium/high risk • Multiple staff from various departments interacting with customers • PCBU obligation to protect health and safety of staff • Difficult to maintain service levels if staff contracted Covid-19 • Risk to users – other public health measure not as affective • Multi-use facility with mix of public and non-public spaces • Alternative service access is available
Other safety Measure in Place	Face coverings for customers are required Record-keeping rules apply (scan/sign-in) Social distancing encouraged Regular cleaning, with hygiene precautions in all areas	<ul style="list-style-type: none"> • Face coverings for customers are required • Record-keeping rules apply (scan/sign-in) • Capacity limits based on 1m distancing • Regular cleaning, with hygiene precautions in all areas 	<ul style="list-style-type: none"> • Face coverings for customers are required • Record-keeping rules apply (scan/sign-in) • Capacity limits based on 1m distancing • Regular cleaning, with hygiene precautions in all areas
Alternative service access for non-vaccination	Not required	<ul style="list-style-type: none"> • Online services and transactions • Telephone based assistance • Payments drop-off box outside • Libraries to help people get Vaccine Passport, if needed 	<ul style="list-style-type: none"> • Online services and transactions • Telephone based assistance • Payments drop-off box outside • Libraries to help people get Vaccine Passport, if needed

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Infrastructure/Plans required	Signage (using national signage templates) QR codes Public communications across all channels	<ul style="list-style-type: none"> • Verifier App/Devices • Concierge/s (with provision for additional capacity) • Guidance/Protocols for staff • Enforcement guidelines • Payments drop-off box with adequate security and clearance schedule • Signage (using national signage templates) • QR codes • Public communications across all channels 	<ul style="list-style-type: none"> • Verifier App/Devices • Concierge/s (with provision for additional capacity) • Guidance/Protocols for staff • Enforcement guidelines • Payments drop-off box with adequate security and clearance schedule • Signage (using national signage templates) • QR codes • Public communications across all channels
What peers doing		<ul style="list-style-type: none"> • CCC – Vaccine Passport required 	<ul style="list-style-type: none"> • CCC – Vaccine Passport required
Risks		<ul style="list-style-type: none"> • Protest at facilities or aggressive clients trying to enter <ul style="list-style-type: none"> ○ Mitigation – security camera observation; doors able to be locked; security procedures 	<ul style="list-style-type: none"> • Protest at facilities or aggressive clients trying to enter: <ul style="list-style-type: none"> ○ Mitigation – security camera observation; doors able to be locked; security procedures

Property Camping Grounds- Freedom Camping (Lakeside, Chamberlains, Whitecliffs & Coes (#s 1,2 &3)	Green Limited community transmission and COVID-19 case numbers are at levels the health system can manage.	Orange Community transmission is increasing and putting pressure on the health system.	Red Health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
Vaccine passport	No	No	
Rationale	<ul style="list-style-type: none"> • No council/contractor staff on site permanently • Distancing easy to achieve between camping groups • No access to covered spaces apart from toilets • Not financially viable to check each vaccine passport daily 	<ul style="list-style-type: none"> • No council/contractor staff on site permanently • Distancing easy to achieve between camping groups • No access to covered spaces apart from toilets • Not financially viable to check each vaccine passport daily 	
Other safety Measure in Place	<ul style="list-style-type: none"> • Scan/sign in options provided. Public are encouraged to record visit. • Face coverings for customers are encouraged in public areas • Regular cleaning, with hygiene precautions in all areas 	<ul style="list-style-type: none"> • Scan/sign in options provided. Public are encouraged to record visit. • Face coverings for customers are encouraged in public areas • Regular cleaning, with hygiene precautions in all areas 	
Service Access for non-vaccination	<ul style="list-style-type: none"> • Adequate space in each camping are for non-vaccinated to be separated from vaccinated. This occurs day to day when vaccinated and non-vaccinated are undertaking their daily activities such as shopping, etc 	<ul style="list-style-type: none"> • Adequate space in each camping are for non-vaccinated to be separated from vaccinated. This occurs day to day when vaccinated and non-vaccinated are undertaking their daily activities such as shopping etc 	

Property Camping Grounds- Freedom Camping (Lakeside, Chamberlains, Whitecliffs & Coes (#s 1,2 &3)	Green Limited community transmission and COVID-19 case numbers are at levels the health system can manage.	Orange Community transmission is increasing and putting pressure on the health system.	Red Health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
Infrastructure/Plans required	<ul style="list-style-type: none"> • QR code signage maintained • Public health signage warning/supporting public health messages such as washing hands, wearing masks and social distancing of 1m • Guidance/Protocols for staff • Signage (using national signage to easily recognisable and official) • Risk assessment staff roles 	<ul style="list-style-type: none"> • QR code signage maintained • Public health signage warning/supporting public health messages such as washing hands, wearing masks and social distancing of 1m • Guidance/Protocols for staff • Signage (using national signage to easily recognisable and official) • Risk assessment staff roles 	
What peers doing			
Risks	<ul style="list-style-type: none"> • If the number of campers in each space moves to 50 or greater and requires a need for vaccine passport reporting to now be used. • Instead of jumping to the requirement for vaccine passport reporting, any decision will be made after 72 hours (3 days) to see if numbers reduce below 50 • Each of Coes 1, 2 and 3 areas are managed as separate areas for camping, each which have their own toilet blocks. Accordingly there could be 150 campers in total over 3 areas, all being managed as one but as 3 defined areas. 	<ul style="list-style-type: none"> • If the number of campers in each space moves to 50 or greater and requires a need for vaccine passport reporting to now be used. • Instead of jumping to the requirement for vaccine passport reporting, any decision will be made after 72 hours (3 days) to see if numbers reduce below 50 • Each of Coes 1, 2 and 3 areas are managed as separate areas for camping, each which have their own toilet blocks. Accordingly there could be 150 campers in total over 3 areas, all being managed as one but as 3 defined areas. 	

Property Camping Grounds - Rakaia Huts	Green Limited community transmission and COVID-19 case numbers are at levels the health system can manage.	Orange Community transmission is increasing and putting pressure on the health system.	Red Health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
Vaccine passport	Yes – during peak period when camper numbers exceed 50 No – when camper numbers under 50	Yes – during peak period when camper numbers exceed 50 No – when camper numbers under 50	
Rationale	<ul style="list-style-type: none"> • Council staff member works part time and lives on site • Contracting staff undertake grounds maintenance and have minimal/nil contact with campers • There are 44 sites which may equate to using an average of 3 per site thus a potential of 132 people on site for approximately 4 weeks of the Christmas/New Year period • The need to check vaccine passports is thus required for a limited period. The camper registration form will record the fact that vaccine passports have been sighted either digital or manual 	<ul style="list-style-type: none"> • Council staff member works part time and lives on site • Contracting staff undertake grounds maintenance and have minimal/nil contact with campers • There are 44 sites which may equate to using an average of 3 per site thus a potential of 132 people on site for approximately 4 weeks of the Christmas/New Year period • The need to check vaccine passports is thus required for a limited period. The camper registration form will record the fact that vaccine passports have been sighted either digital or manual 	
Other safety Measure in Place	<ul style="list-style-type: none"> • Scan/sign in options provided. Public are encouraged to record visit. • Face coverings for customers are encouraged in public areas • Regular cleaning, with hygiene precautions in all areas • Distancing easy to achieve between camping groups 	<ul style="list-style-type: none"> • Scan/sign in options provided. Public are encouraged to record visit. • Face coverings for customers are encouraged in public areas • Regular cleaning, with hygiene precautions in all areas • Distancing easy to achieve between camping groups 	

Property Camping Grounds - Rakaia Huts	Green Limited community transmission and COVID-19 case numbers are at levels the health system can manage.	Orange Community transmission is increasing and putting pressure on the health system.	Red Health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
Service Access for non-vaccination	<ul style="list-style-type: none"> Adequate space in each camping area for non-vaccinated to be separated from vaccinated. We will not be creating separate areas for vaccinated and non-vaccinated campers. Not separating vaccinated and non-vaccinated is consistent with day to day life occurrences when vaccinated and non-vaccinated are undertaking their daily activities such as shopping etc 	<ul style="list-style-type: none"> Adequate space in each camping area for non-vaccinated to be separated from vaccinated. We will not be creating separate areas for vaccinated and non-vaccinated campers. Not separating vaccinated and non-vaccinated is consistent with day to day life occurrences when vaccinated and non-vaccinated are undertaking their daily activities such as shopping etc 	
Infrastructure/Plans required	<ul style="list-style-type: none"> QR code signage maintained Public health signage warning/supporting public health messages such as washing hands, wearing masks and social distancing of 1m Guidance/Protocols for staff Signage (using national signage to easily recognisable and official) Risk assessment staff roles 	<ul style="list-style-type: none"> QR code signage maintained Public health signage warning/supporting public health messages such as washing hands, wearing masks and social distancing of 1m Guidance/Protocols for staff Signage (using national signage to easily recognisable and official) Risk assessment staff roles 	
What peers doing			
Risks	<ul style="list-style-type: none"> Campers arrive who do not a vaccine passport. They will be asked to leave. If they have driven some distance and not prepared to leave, they will be given a period of grace of 24 hours to park up and rest in a specified area of the camp ground 	<ul style="list-style-type: none"> Campers arrive who do not a vaccine passport. They will be asked to leave. If they have driven some distance and not prepared to leave, they will be given a period of grace of 24 hours to park up and rest in a specified area of the camp ground 	

Property Camping Grounds – Kowai Pass Domain	Green Limited community transmission and COVID-19 case numbers are at levels the health system can manage.	Orange Community transmission is increasing and putting pressure on the health system.	Red Health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
Vaccine passport	Yes –when numbers attending internment exceed 50 No – when numbers are under 50	Yes –when numbers attending internment exceed 50 No – when numbers are under 50	
Rationale	<ul style="list-style-type: none"> • No council/contractor staff on site permanently • Distancing easy to achieve between camping groups • No access to covered spaces apart from toilets • Not financially viable to check each vaccine passport daily 	<ul style="list-style-type: none"> • contractor staff on site to support internment but generally stand in the background • Distancing easy to achieve between camping groups • No access to covered spaces apart from toilets • Not financially viable to check each vaccine passport daily 	
Other safety Measure in Place	<ul style="list-style-type: none"> • Scan/sign in options provided. Public are encouraged to record visit. • Face coverings for customers are encouraged in public areas • Regular cleaning, with hygiene precautions in all areas 	<ul style="list-style-type: none"> • Scan/sign in options provided. Public are encouraged to record visit. • Face coverings for customers are encouraged in public areas • Regular cleaning, with hygiene precautions in all areas 	
Service Access for non-vaccination	<ul style="list-style-type: none"> • Adequate space in each camping are for non-vaccinated to be separated from vaccinated. This occurs day to day when vaccinated and non-vaccinated are undertaking their daily activities such as shopping, etc 	<ul style="list-style-type: none"> • Adequate space in each camping are for non-vaccinated to be separated from vaccinated. This occurs day to day when vaccinated and non-vaccinated are undertaking their daily activities such as shopping, etc 	
Infrastructure/Plans required	<ul style="list-style-type: none"> • QR code signage maintained • Public health signage warning/supporting public health messages such as washing hands, wearing masks and social distancing of 1m • Guidance/Protocols for staff • Signage (using national signage to easily recognisable and official) • Risk assessment staff roles 	<ul style="list-style-type: none"> • QR code signage maintained • Public health signage warning/supporting public health messages such as washing hands, wearing masks and social distancing of 1m • Guidance/Protocols for staff • Signage (using national signage to easily recognisable and official) • Risk assessment staff roles 	

Property Camping Grounds – Kowai Pass Domain	Green Limited community transmission and COVID-19 case numbers are at levels the health system can manage.	Orange Community transmission is increasing and putting pressure on the health system.	Red Health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
What peers doing			
Risks	<ul style="list-style-type: none"> Adequate space in each camping are for non-vaccinated to be separated from vaccinated. This occurs day to day when vaccinated and non-vaccinated are undertaking their daily activities such as shopping etc 	<ul style="list-style-type: none"> Adequate space in each camping are for non-vaccinated to be separated from vaccinated. This occurs day to day when vaccinated and non-vaccinated are undertaking their daily activities such as shopping etc 	
Property Cemeteries – Internment at Cemetery by a Funeral Director	Green Limited community transmission and COVID-19 case numbers are at levels the health system can manage.	Orange Community transmission is increasing and putting pressure on the health system.	Red Health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
Vaccine passport		No – unless numbers exceed 50 If numbers exceed 50, the responsibility for managing the Covid risk is with funeral directors	
Rationale		<ul style="list-style-type: none"> No council staff on site permanently Contractor sexton is always available on site to assist funeral director but generally has no input to a families internment process as that is controlled by the funeral director Not financially viable to check each vaccine passport unless the funeral director does that 	
Other safety Measure in Place		<ul style="list-style-type: none"> Scan/sign in options provided. Public are encouraged to record visit. Face coverings for customers are encouraged in public areas 	
Service Access for non-vaccination		<ul style="list-style-type: none"> Adequate space at each cemetery to separate those members of a family who are, and are NOT vaccinated. The funeral director will need to manage that process 	
Infrastructure/Plans required		<ul style="list-style-type: none"> QR code signage maintained Public health signage warning/supporting public health messages such as washing hands, wearing masks and social distancing of 1m Guidance/Protocols for staff Signage (using national signage to easily recognisable and official) 	

		<ul style="list-style-type: none"> • Risk assessment staff roles 	
What peers doing			
Risks			
Property Park & Reserves & Open Spaces (cemeteries, public toilets, playgrounds, parks, cycle, parks, skate parks, sport fields and athletics, facilities, parks, jetties and boat ramps)	Green Limited community transmission and COVID-19 case numbers are at levels the health system can manage.	Orange Community transmission is increasing and putting pressure on the health system.	Red Health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
Vaccine passport	No	No	
Rationale	<ul style="list-style-type: none"> • Distancing easy to achieve between camping groups • No access to covered spaces apart from toilets • Not financially viable to check each vaccine passport daily 	<ul style="list-style-type: none"> • Distancing easy to achieve between camping groups • No access to covered spaces apart from toilets • Not financially viable to check each vaccine passport daily 	
Other safety Measure in Place	<ul style="list-style-type: none"> • Scan/sign in options provided at all toilets and the high profile playgrounds. Public are encouraged to record visit. • Face coverings for customers are encouraged in public areas • Regular cleaning of toilets, with hygiene precautions as appropriate 	<ul style="list-style-type: none"> • Scan/sign in options provided at all toilets and the high profile playgrounds. Public are encouraged to record visit. • Face coverings for customers are encouraged in public areas • Regular cleaning of toilets, with hygiene precautions as appropriate 	
Service Access for non-vaccination	<ul style="list-style-type: none"> • Adequate space at each space to separate those members of the public who are, and are NOT, vaccinated. 	<ul style="list-style-type: none"> • Adequate space at each space to separate those members of the public who are, and are NOT, vaccinated. 	
Infrastructure/Plans required	<ul style="list-style-type: none"> • QR code signage maintained • Public health signage warning/supporting public health messages such as washing hands, wearing masks and social distancing of 1m • Guidance/Protocols for staff • Signage (using national signage to easily recognisable and official) • Risk assessment staff roles 	<ul style="list-style-type: none"> • QR code signage maintained • Public health signage warning/supporting public health messages such as washing hands, wearing masks and social distancing of 1m • Guidance/Protocols for staff • Signage (using national signage to easily recognisable and official) • Risk assessment staff roles 	

What peers doing			
Risks			
Infrastructure (Pines Recovery Park)	Green Limited community transmission and COVID-19 case numbers are at levels the health system can manage.	Orange Community transmission is increasing and putting pressure on the health system.	Red Health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
Vaccine passport		No	
Rationale Vaccine Passport decision		<ul style="list-style-type: none"> • Essential public service • Site is open air and spacious • Separation distances are able to be maintained • CCTV recording of customer vehicles and movements • Weighbridge software records of vehicles tipping rubbish and organics available for cross referencing 	
Other safety Measure in Place		<ul style="list-style-type: none"> • QR/manual sign in requested and available at multiple locations onsite • Face coverings encouraged • Provision of hand sanitiser units throughout site • For Recovery Park Staff: • Face coverings mandatory onsite when public facing • COVID-19 risk management health and safety practices are followed • Staff who are unwell are required to stay at home • Staff who are vulnerable are deployed in non-public areas • Some roles may need to be undertaken by people who are vaccinated – based on risk assessment 	
Service Access for non-vaccination		<ul style="list-style-type: none"> • Same as above 	
Infrastructure/Plans required		<ul style="list-style-type: none"> • Guidance/Protocols for staff • Signage • Communication device (radio/phone) 	
What peers doing		<ul style="list-style-type: none"> • Waimak: Increased spacing at tipping area. 1m separation and mandatory masks. • CCC/EcoCentral: No real change – physical distancing • Ashburton: Incoming traffic flow diverted to ensure number plate capture by CCTV. • Hurunui: No real change – physical distancing 	
Risks		<ul style="list-style-type: none"> • Members of public unwilling to follow requirements 	

