



WAIMAKARIRI
DISTRICT COUNCIL

Council Agenda

Extraordinary meeting
Friday 10 December 2021
Commencing at 12.00pm

Council Chamber
215 High Street
Rangiora

Members:

Mayor Dan Gordon
Councillor Neville Atkinson
Councillor Kirstyn Barnett
Councillor Al Blackie
Councillor Robbie Brine
Councillor Wendy Doody
Councillor Niki Mealings
Councillor Philip Redmond
Councillor Sandra Stewart
Councillor Joan Ward
Councillor Paul Williams

The Mayor and Councillors

WAIMAKARIRI DISTRICT COUNCIL

An Extraordinary meeting of the **WAIMAKARIRI DISTRICT COUNCIL** will be held in the **COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA** on **FRIDAY 10 DECEMBER 2021** commencing at **12.00PM.**

Sarah Nichols

GOVERNANCE MANAGER

**Recommendations in reports are not to be construed as
Council policy until adopted by the Council**

BUSINESS

Page No

1. APOLOGIES

2. CONFLICTS OF INTEREST

Conflicts of interest (if any) to be reported for minuting.

3. REPORT

3.1. Covid-19 Protection Framework – Vaccine pass adoption for Aquatics Facilities and Libraries – Jim Harland (Chief Executive)

RECOMMENDATION

THAT the Council

- (a) **Receives** Report No. 211206195024
- (b) **Approves** that the Aquatics Facilities will require Vaccine passes for all visitors and staff to its facilities at Rangiora and Kaiapoi effective from 13th December 2021 at all levels of the Covid-19 Protection Framework until further notice.
- (c) **Approves** that the Libraries will require Vaccine passes for all visitors and staff at Rangiora, Kaiapoi and Oxford facilities effective from 13th December 2021 at all levels of the Covid-19 Protection Framework until further notice.
- (d) **Notes** that the organisational risk assessment criteria attachment and the Simpson Grierson attachment are public excluded due to the sensitive nature of the content and legal privilege.
- (e) **Notes** that Council have completed a risk assessment for staff working in both Aquatic Facilities and Libraries and that these risk assessments state that due to the nature of these roles they have been classified as high risk in accordance with the government guidelines.
- (f) **Notes** that Kaiapoi an Oxford Service centres will require vaccine passes for library and service centre access at this time to mitigate the risk of transmission across the premises.

- (g) **Notes** we will be consulting with staff on a policy to support any further decisions relating to vaccine pass requirements for roles across the organisation.

4. **NEXT MEETING**

The next scheduled ordinary meeting of the Council will commence at 1pm on Tuesday 1 February 2022 in the Council Chamber, 215 High Street, Rangiora.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** HMR-02-01/211206195024**REPORT TO:** COUNCIL**DATE OF MEETING:** 10 December 2021**AUTHOR(S):** Jim Harland, Chief Executive**SUBJECT:** Covid-19 Protection Framework – Vaccine pass adoption for Aquatics Facilities & Libraries**ENDORSED BY:**(for Reports to Council,
Committees or Boards)_____
Department Manager_____
Chief Executive**1. SUMMARY**

- 1.1. This report provides information to the Council about the new Covid-19 Protection Framework (CPF) and the implications for Waimakariri District Council
- 1.2. Highlights the complex challenges for staff and the public to support the Council in deciding if Vaccine passes should be required for all visitors to these facilities.
- 1.3. Explores options for Council to consider for the safe operation of these facilities during this phase of the pandemic response including legal responses to some matters identified so far.

Attachments:

- i. Covid-19 Protection Framework – traffic Lights summary
- ii. Organisational Risk Assessment Criteria – (public excluded)
- iii. Taituara Member queries regarding COVID-19 Vaccinations – Simpson Grierson (public excluded)
- iv. Waimakariri District Council Press Release 2 December 2021

2. RECOMMENDATION**THAT** the Council:

- (a) **Receives** Report No. 211206195024
- (b) **Approves** that the Aquatics Facilities will require Vaccine passes for all visitors and staff to its facilities at Rangiora and Kaiapoi effective from 13th December 2021 at all levels of the Covid-19 Protection Framework until further notice.
- (c) **Approves** that the Libraries will require Vaccine passes for all visitors and staff at Rangiora, Kaiapoi and Oxford facilities effective from 13th December 2021 at all levels of the Covid-19 Protection Framework until further notice.
- (d) **Notes** that the organisational risk assessment criteria attachment and the Simpson Grierson attachment are public excluded due to the sensitive nature of the content and legal privilege.
- (e) **Notes** that Council have completed a risk assessment for staff working in both Aquatic Facilities and Libraries and that these risk assessments state that due to the nature of these roles they have been classified as high risk in accordance with the government guidelines.

- (f) **Notes** that Kaiapoi & Oxford Service centres will require vaccine passes for library and service centre access at this time to mitigate the risk of transmission across the premises.
- (g) **Notes** we will be consulting with staff on a policy to support any further decisions relating to vaccine pass requirements for roles across the organisation

3. **BACKGROUND**

- 3.1. On 18 October 2021, Cabinet agreed to shift our approach for managing the Delta variant of COVID-19 from an elimination strategy to an approach based on minimisation and protection, and to use the COVID-19 Protection Framework (CPF) to give effect to that new strategy. The new strategy reflects that a different approach is needed for Delta, focusing on minimising the impact of Covid-19 being present in our communities.
- 3.2. An overview of the Framework can be found in attachment i. Key provisions in the Framework are set out in the [COVID-19 Public Health Response \(Protection Framework\) Order 2021](#) (under the [COVID-19 Public Health Response Act 2020](#)). These instruments are the authoritative source of information about the Framework.
- 3.3. The Framework introduces a new flexible 3-level approach to managing COVID-19 in the community:
- **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:** the health system is facing an unsustainable number of hospitalisations and action is needed to protect vulnerable people.
- 3.4. The Framework allows a greater level of freedom for vaccinated people than would be possible under the Alert Level system, and so reduces the social and economic burden of public health restrictions. It provides the tools, with public health measures and COVID-19 vaccine passes, to manage the higher public health risk to, and from, unvaccinated people.
- 3.5. The new Framework will provide more certainty for everyone. With high levels of vaccination, the Framework enables people to respond to COVID-19 because they know what to expect and what happens at each colour.
- 3.6. The Framework leverages the protections of vaccination by affording people greater freedoms when they are fully vaccinated. This will reduce the spread of COVID-19 and help to protect vulnerable populations.
- 3.7. The new approach is more targeted. Different elements will apply at different levels of population coverage:
- a) the levels of the Framework can be applied on a regional basis, and will depend on the levels of vaccination, population at greater risk of health impacts, health system capacities, and connection to the border in each region;
 - b) Localised restrictions would apply to smaller areas or suburbs within regions where there are particular high rates of spread, or spread within particularly vulnerable communities;
 - c) Temporary closures of or within individual workplaces or facilities (using Section 70 notices), where the isolation or closure of a workforce or education service could interrupt the spread; and

d) Isolation of individuals, who are positive cases or close contacts of positive cases, will remain central to the public health response.

- 3.8. Any decision to change colours will be made by Cabinet following public health advice. Assessment will be made on the following factors:

Vaccination coverage including equity considerations;

- capacity of the health and disability system to manage COVID-19 cases, including across public health, primary care, community services, and secondary care;
- Testing, contact tracing and case management capacity;
- Transmission of COVID-19 within the community, and how it is impacting on key communities;
- Impact on the economy, society and risk populations; and
- Public and business considerations.

- 3.9. At the time of writing this report the South Island is currently at Orange.

- 3.10. Public health settings - Mask, scan, pass.

While there are some additional routines to include in our days, lots of things we're already doing are important parts of the new Framework too.

At every setting of the COVID-19 Protection Framework local government should continue to promote general public health advice, including:

- Get vaccinated
- Wear a face covering, encouraged at every level.
- Keep track of where you have been, turn on Bluetooth in the COVID-19 tracer app and scan QR codes. Manual record keeping should also be available at all locations.
- Wash and dry hands, cough into elbow, avoid touching your face
- Regularly disinfect surfaces - (handrails, elevator buttons etc.).
- Stay home if you're sick, get a test and isolate at home until you get the result.

- 3.11. Record keeping

Record keeping involves collecting the details of all workers, customers, and visitors who visit a premise. This allows for public health officials to effectively identify people who may have been exposed to COVID-19.

Record keeping/scanning will be required at all levels. Businesses, locations or events have a legal requirement to;

- make sure safe and secure systems and processes are in place so that everyone working on or visiting the premises can scan in or provide their details for contact tracing.
- keep contact tracing records for workers, contractors, customers, and volunteers, no matter how long they are there for.
- keep a record of everyone aged 12 years or over who visits or works at the premises.
- Provide more than one way for people to record their visit, especially for people who are not able to scan QR codes.

- 3.12. Vaccinations & Person Conducting a Business or Undertaking (PCBU) obligations

The goal of the Framework is minimisation and protection. High uptake of vaccinations is critical to achieving this goal. Being vaccinated is free, safe and the most effective way to keep you, your whānau, business and customers safe. It's a simple contribution to keeping all New Zealanders safe from COVID-19.

- 3.13. In parallel with this guidance on how council functions and services can operate under the Framework, Chief Executives should also consider that “As Persons Carrying out a Business or Undertaking (PCBU), CEs have an obligation under the Health and Safety at Work Act 2015 to maintain a workplace that is free from harm, so far as reasonably practicable.” As part of this, CEs need to undertake a risk assessment across their organisations to determine what positions may be required to be held by vaccinated people.
- 3.14. Vaccine passes
- Vaccine passes will be used to restrict access to certain events and services to only vaccinated people and require relevant staff to be vaccinated. For some events, businesses and services, vaccine passes will be required to proceed with fewer restrictions (e.g. concerts, festivals), for others, it is prohibited to require vaccine passes (e.g. supermarkets, petrol stations). The use of vaccine passes otherwise is up to the organiser/PCBU, but the use of vaccine passes will enable certain businesses to continue to operate with fewer restrictions (e.g. gyms, events, hospitality).
- 3.15. Under all settings, most businesses and public places are open to vaccinated customers. My Vaccine Pass is needed to prove you meet the vaccinations, or exemption, requirements.
- 3.16. Businesses, events, organisations and services can choose to have a vaccination entry requirement for customers but it's optional for many locations. Without vaccination certificates, there are strict limits on some businesses, services and activities to keep everyone safe, including possibly closing at Orange or Red.
- 3.17. At each traffic light level there are specified types of business or services which must make a choice whether to require vaccine passes or not, and different occupancy limits will apply. These businesses and services can change between requiring my Vaccine Pass and not requiring it – but you must be clear to all staff and customers about this. You will also need to have systems and processes in place to mitigate the risk of spreading COVID-19 as you alternate (e.g., cleaning high-touch surfaces and ensuring good ventilation).
- 3.18. Where a prohibition does not apply, agencies can consider requiring members of the public, who are accessing premises where public services are provided, to have a Vaccine Pass. Agencies' consideration needs to include these factors:
- 3.18.1. the need to ensure accessibility of services to the public
 - 3.18.2. the nature of the services provided
 - 3.18.3. the agency's health and safety risk assessment and vaccination policy
 - 3.18.4. any considerations under the New Zealand Bill of Rights Act 1990 and the Human Rights Act 1993
 - 3.18.5. tikanga that emphasises physical presence.
- 3.19. At the time of writing this report the Canterbury DHB has achieved 91% of the population as fully vaccinated and 96% of the region is partially vaccinated.

4. ISSUES AND OPTIONS

- 4.1. Department of Internal Affairs (DIA) have worked with Local Government NZ and a group of Chief Executives and Mayors to produce guidance for all Local Authorities and support them in their decision making. This has been used as the basis for this report.

- 4.2. This guidance has been evaluated by Unit Managers and Peer reviewed by the Management Team who are supportive of the approach and clear about how operations will be managed. The following 8 step process has been used to determine the result:

4.2.1. Step 1 - Is your premises/business or service a public facility?

Public facilities are indoor (or a mix of outdoor and indoor) premises owned or managed by central or local government that are used for recreational, social, community, or cultural activities or services and that are open for the public (including where fees are charged for entry). Examples are zoos, libraries and museums. It excludes these facilities when they're being used exclusively for an event or gathering and it excludes recreation facilities that require membership to enter.

WDC Response: Libraries, Museums, Pools, Community Halls fall into this category

4.2.2. Step 2 - Is your premises/business or service one of the following?

Education; Public Transport; Housing; Other Life Preserving Services; Health & Disability Services (referred to as "designated premises" are prohibited from requiring proof of vaccination (either via My Vaccine Pass or other tool) as condition of entry, use or access:

WDC Response: The government definition of these services does not apply to our organisation.

4.2.3. Step 3 – Are you organising or running an event or gathering?

Gathering—

(a) means people who are intermingling in a group but excludes people who remain at least 2 metres away from each other, so far as is reasonably practicable; and

(b) Includes—

4.2.3.1.(i) a gathering to undertake voluntary or not-for-profit sporting, recreational, social, or cultural activities:

4.2.3.2.(ii) a gathering to undertake community club activities (except activities that occur at the same time and place as services provided under a club licence under section 21 of the Sale and Supply of Alcohol Act 2012):

4.2.3.3.(iii) a faith-based gathering:

4.2.3.4.(iv) a funeral or tangihanga:

4.2.3.5.(v) a gathering held in a defined space or premises of a workplace (other than a vehicle in use as part of a public transport service) that have been hired for the exclusive use of the gathering by a person (other than the person who manages or controls the defined space or premises); but

(c) Excludes a gathering for the purpose of a business or service at—

4.2.3.6.(i) office workplaces; and

4.2.3.7.(ii) ordinary operations at retail; and

4.2.3.8.(iii) gyms; and

4.2.3.9.(iv) hearings at courts and tribunals; and (v) education entities at normal operations.

Event—

(a) means an activity organised by a business or service—

4.2.3.10.(i) that is held at—

(A) commercial premises or private premises (whether indoors or outdoors); or

(B) Publicly owned premises hired for the purpose of the activity; or

(C) An outdoor area where a group of customers and clients is accompanied or supervised by a worker providing services to that group (for example, a guided tour); and

4.2.3.11.(ii) for which entry is controlled (whether through ticketing, fees, registration, or any other means); and

(b) Also means normal operations at cinemas, theatres, stadiums, concert venues, conference venues, casinos, and private galleries; but

(c) Excludes any activity at a private dwelling/house.

4.2.4. Step 4 – Are you operating a regulated business where you are required to choose whether to use vaccine passes or to operate with more restrictions?

The following businesses and services are required in the Order to make a choice whether to operate with vaccine passes or without, and have the corresponding settings apply.

(a) a gym (an indoors exercise facility for which access is limited to members)

(b) a close-proximity business or service - means a business or service to the extent that it carries on activities that it cannot undertake without— (i) physical contact, or close proximity, between people; or (ii) a worker being closer than 1 metre to the client; and (b) includes a certified playgroup; but (c) excludes— (i) professional and semi-professional sports; and (ii) specified social services. Examples of close-proximity businesses and services are massage services and hairdressing services.

(c) a food or drink business (a business or service that sells, offers, or provides food or drink for consumption to customers or clients in a workplace, such as— (i) a restaurant, cafe, bar, or club; and (ii) a soup kitchen or other place where food or drink is provided without charge; and (b) includes a business or services that sells, offers, or provides food or drink— (i) in a shopping mall; or (ii) as part of an event.)

The organisation has defined the pools as a close proximity business to support the risk assessment process for this facility.

4.2.5. Step 5 - If you are operating a regulated business as set out in step 4, you have to choose whether you will operate with a vaccine pass or not and the corresponding settings will apply.

WDC Response: This is the decision being presented to the Council for adoption as part of this report.

4.2.6. Step 6 - My facility or premises is multi-purpose – how do I know what settings apply?

The above process (steps 1 – 5) will need to be undertaken for each separate part. Restrictions apply to the extent they're carried out by each business or service.

An assessment will then need to be done – what's the access like? Is there shared airflow? Are there walls between spaces? Can the entrances be separate?

Different parts can only operate with different requirements if they can be separate with no shared airflow – the stricter rules will apply if not.

WDC Response: This applies to some of our facilities which have a dual purpose such as the new Mainpower Stadium.

4.2.7. Step 7 - I will use a vaccine pass. What do I do?

Obligations on the individual

- My Vaccine Pass is an official record of your COVID-19 vaccination status for use in Aotearoa New Zealand. Anyone aged 12 and over who has had two COVID-19 vaccinations administered in New Zealand or who has been given a medical exemption, can now request a My Vaccine Pass. Your My Vaccine Pass will include your name, date of birth and a QR code. You can save this pass on a digital device, like your phone, or print a physical copy.
- People under the age of 12 years and 3 months are not required to show proof of vaccination.
- If a premises/business or service is operating with vaccine passes, a person must show their vaccine pass to gain entry to the premises
- Information about vaccine passes is available here [My Vaccine Pass | Unite against COVID-19 \(covid19.govt.nz\)](#).

Obligations on the premises/business

- Display the sign saying you're using vaccine passes.
- You must ensure only people with vaccine passes enter the premises, as far as reasonably practicable.
- Download the Verifier app – information about the app is available here [NZ Pass Verifier | Ministry of Health NZ](#)
- Businesses that do require proof of vaccination status - My Vaccine Pass - should verify each customer's My Vaccine Pass using NZ Pass Verifier. This includes businesses who choose to operate under My Vaccine Pass rules in order to be open (such as hospitality).
- Businesses who have opted to require My Vaccine Pass, for example after having completed a health and safety risk assessment, should scan each customer's My Vaccine Pass with NZ Pass Verifier.

Provided that sequential cohorts are managed so that no intermingling of groups occurs, and rooms are ventilated and high-touch surfaces cleaned between cohorts, your business or service may switch between vaccinated and unvaccinated settings. You should have clear processes to manage this. What settings you are operating under must be made clear to all involved (staff and attendees).

4.2.7.1. Any business requiring customers to hold a valid Vaccine Pass must also require all workers to be vaccinated. Workers covered by the My Vaccine Pass mandate need to have their first dose by 3 December and be fully vaccinated by 17 January 2022. This should include staff in workplaces where the public are required to use the My Vaccine Pass. This provides confidence to the customers who are vaccinated and means businesses will be less likely to be affected by cases.

Other obligations

- Capacity limits (based on 1m distancing) for public facilities still apply at red and orange even when using vaccine passes. Note this does not mean 1m physically distancing is legally required within the facility, but that the capacity is determined by how many people can fit if they are all 1m distanced apart.

4.2.8. Step 8 – I'm not required to make a decision on whether to use a vaccine pass, but if I want to consider it, what should I be considering as part of my decision?

If the Order does not name you as regulated business or service that needs to decide between requiring a vaccine pass or using alternative rules, you may still decide to require a vaccine pass from those accessing your services. This will be an organisational decision for you, rather than something that is mandated by the Order.

WDC Response: The organisation is considering this and evaluating criteria under our risk assessment process.

4.3. In addition to the Aquatic Facilities and Libraries a decision has been made for all other facilities to operate at Orange as follows:

- 4.3.1. Rangiora Service Centre: vaccine certificates are not required. One metre distancing, contact tracing and masks are required
- 4.3.2. Transfer Stations: vaccine certificates are not required. One metre distancing, contact tracing and masks are required
- 4.3.3. Rangiora Town Hall, MainPower Stadium, Kaiapoi Community Centre and Woodend Community Centre: Vaccine certificates required for entry. One metre distancing, contact tracing and masks are required.
- 4.3.4. Public Events (indoor and outdoor): no limits if vaccine certificates are required for those 12 and older. These will be checked at the start of the event. If vaccine certificates are not required a maximum of 50 people are allowed to attend. One metre distancing, contact tracing and masks are required.
- 4.3.5. Building Inspectors: Will maintain one metre distancing, contact trace and wear masks as required. Sites who require proof of vaccine from inspectors are asked to communicate this when booking the inspector.
- 4.3.6. Field workers and contractors: Those coming on Council sites must meet the requirements of that building. One metre distancing, contact tracing and masks are required
- 4.3.7. Alcohol Licencing, Dog Control and other Environmental Services Officers: Will maintain one metre distancing, contact trace and wear masks as required. Sites who require proof of vaccine are asked to communicate this when booking

- 4.3.8. Other public-facing functions such as Council, Committee and Community Board Meetings: vaccine certificates are not required. These will be open with capacity limits, based on one metre distancing, contact tracing and masks being required.

4.4. **Risk Assessment and Staff Safety**

- 4.4.1. As part of our due diligence the organisation has undertaken a risk assessment process across all roles in the organisation.
- 4.4.2. This process required Managers to evaluate the degree of risk associated with the job holder coming into contact various types of people in the community.
- 4.4.3. Attachment ii shows the criteria for evaluation against each role. This has then been peer reviewed by the Manager People & Engagement and the Safety & Risk Manager to ensure that a consistent approach has been taken.
- 4.4.4. The result of this risk assessment is that 10 roles in the Aquatic facilities and 11 in the libraries have been classified as high risk.

- 4.5. The physical environment for these roles becomes a factor in our satellite premises where customer services and libraries are co-located. When this occurs we have considered that the customer service roles in those locations need to be considered as high risk as separation cannot be accommodated at this time.

4.6. **Libraries**

Based on the CPF and Local Authority guidance, the Libraries are considered to be a public facility and therefore do not require vaccine passports to operate.

At the orange level they are able to operate with capacity limits on 1m distancing and face coverings are required by staff and public. This is similar to how we have been operating currently, however there are no limits at orange if vaccination passports are used.

At the red level they are able to operate with capacity limits up to 100 people based on 1m distancing and face coverings are required by staff and public. If vaccination passports are not in place they would not be able to operate.

Our organisational risk assessment criteria has shown that to provide the same service, the staff occupying library roles are considered to be high risk. It is therefore our recommendation that the health and safety at work act applies and we should apply the vaccine passport process at these facilities effective from 13th December 2021. This date has been selected to provide time for teams to ensure that operational processes are in place and staff are aware of the requirement to be vaccinated in their roles.

Staff are prepared to adopt this process and are able to scan and verify on entry for all users at Rangiora, Ruataniwha and Oxford libraries.

- 4.6.1. Over the next few weeks the Library Manager and Customer Services Manager will review the service levels in these facilities and come back to the council if a separation of service can occur safety for those customers who want to use the service centre and therefore will not require a vaccine pass
- 4.6.2. The Library may also choose to evaluate the service levels it provides and may be able to consider alternative services to unvaccinated people such as click and collect book bags or increased online services.

4.7. **Aquatics Facilities**

Based on the CPF and Local Authority guidance, the Aquatic Facilities are considered to be a public facility and therefore do not require vaccine passports to operate.

At the orange level they are able to operate with capacity limits on 1m distancing and face coverings are required by staff and public. This is similar to how we have been operating currently, however there are no limits at orange if vaccination passports are used.

At the red level they are unable to operate with capacity limits up to 100 people based on 1m distancing and face coverings are not required by staff and public in the facility. If vaccination passports are not in place they would not be able to operate.

To validate the decision to move to vaccine passports for the Aquatics team we have also considered this operation to be considered as a close proximity business due to the following factors:

- Requirement to perform lifesaving activities if needed;
- The requirement to continue to teach which may require physical touching of public;
- The high volume of children to attend the facility. They are currently not vaccinated and could pose a risk of transmission

4.8. Our organisational risk assessment criteria has shown that to provide the same service, the staff occupying aquatics roles are considered to be high risk. It is therefore our recommendation that the health and safety at work act applies and we should apply the vaccine passport process at these facilities effective from 13th December 2021.

4.9. Staff are prepared to adopt this process and are able to scan and verify on entry for all users at Dudley and Kaiapoi Pools.

4.10. **Further organisational decisions**

To ensure that the organisation fulfils its obligations under the health and safety at work act the organisation is required to make a decision on the operation of all roles.

By the 10th December we will have completed a peer review of all risk assessments completed for all roles performed by the organisation. This risk assessment will determine if the role is considered to be a high risk of transmission.

In conjunction with the risk assessment the organisation has drafted a policy which will be circulated to staff and unions for feedback between 9th December 2021 and 24th December 2021. Management team will meet early 2022 to receive feedback on the draft policy and decide on their approach to the impacts of these risk assessment on role and those people who perform them.

4.11. The government has determined that if an operation is required to have a vaccine passport to operate, then all staff working in these areas will also need to be vaccinated. If staff choose not to be vaccinated then they cannot continue to work and will be stood down. Before any final decision is made on their employment the organisation will review any alternative roles which may be suitable. This also applies to any staff who do not wish to disclose their vaccine status to us and they will be treated as unvaccinated. The Management team and HR will apply the principles adopted in the final policy before determining any final decision.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report.

COVID will affect the social and cultural wellbeing of our community. Regardless of which direction the Council takes there are likely to be some who disagree and for those that are not vaccinated there will be a reduction in the services the Council provides for them.

The recommendation is however based on government guidance and health and safety legislation and looks to protect members of the wider public and staff.

- 4.12. The Management Team has reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report.

5.2. Groups and Organisations

There are many groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.3. Wider Community

The wider community is likely to be affected by, or to have an interest in the subject matter of this report.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

- 6.2. There are financial implications of the decisions sought by this report. The loss of patronage that this decision could create may create a reduction in revenue. However that is considered to be minimal as only 9% of Canterbury currently have not had 2 vaccine jabs and only 4% have not had 1 jab. It is also important to consider that the Aquatics Facilities have been operating at a significantly restricted operation and a move towards vaccine passes will create more space and options for customers.

6.3. Sustainability and Climate Change Impacts

The recommendations in this report do not have sustainability and/or climate change impacts.

6.4 Risk Management

There are risks arising from the adoption and implementation of the recommendations in this report.

If the Council chooses to not support the recommendations we could have an impact on public health based on the role risk assessments which have been completed for these teams.

The social response the CPF has been mixed and the public may feel strongly about a decision to vaccinate when the government has stated that these facilities can operate without a vaccine passport.

If council were to choose not to require a vaccination passport when the roles operating these facilities have been classified as high risk, the organisation could be considered as not operating a safe environment and adversely impact staff.

The Council should be aware that legal advice is limited due to the new nature of these regulations and therefore opposition to decisions have not been tested in court. However, the process which we have followed to determine our response is supported by current legal opinion from Simpson Grierson and Penny Shaw our Employment lawyer.

6.5 Health and Safety

There are health and safety risks arising from the adoption and implementation of the recommendations in this report.

The decision to require vaccine passports is dependent upon an organisational decision to require them. This is supported by our own internal risk assessment and therefore demonstrates how we are providing a safe environment for employees who work in these environments.

7. CONTEXT

7.1. Consistency with Policy

This matter is a matter of significance in terms of the Council's Significance and Engagement Policy.

7.2. Authorising Legislation

7.2.1. Covid-19 Public Health Response Act 2020

7.2.2. Covid-19 Public Health Response (Protection Framework) Order 2021

7.2.3. Employment Relations Act 2000

7.2.4. Health & Safety at Work Act 2015

7.3. Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from recommendations in this report.



7.4. Authorising Delegations

New Zealand COVID-19 Protection Framework

Factors for considering a shift between levels: vaccination coverage; capacity of the health and disability system; testing, contact tracing and case management capacity; and the transmission of COVID-19 within the community, including its impact on key populations.

Localised lockdowns: will be used as part of the public health response in the new framework across all levels, and there may still be a need to use wider lockdowns (similar to the measures in Alert Level 3 or 4).

Vaccination certificates: Requiring vaccination certificates will be optional for many locations. There are some higher-risk settings where they will be a requirement in order to open to the public. Some places won't be able to introduce vaccination requirements, to ensure everyone can access basic services, including supermarkets and pharmacies.

 <p>GREEN</p>	<p>COVID-19 across New Zealand, including sporadic imported cases.</p> <p>Limited community transmission.</p> <p>COVID-19 hospitalisations are at a manageable level.</p> <p>Whole of health system is ready to respond – primary care, public health, and hospitals.</p>	<p>General settings</p> <ul style="list-style-type: none"> Record keeping/scanning required Face coverings mandatory on flights, encouraged indoors Public facilities – open 	<ul style="list-style-type: none"> Retail – open Workplaces – open Education (schools, ECE, tertiary) – open 	<ul style="list-style-type: none"> Specified outdoor community events – allowed
	<p>No limits if vaccination certificates are used for:</p> <ul style="list-style-type: none"> Hospitality Gatherings (e.g. weddings, places of worship, marae) 	<ul style="list-style-type: none"> Events (indoor/outdoor) Close contact businesses 	<ul style="list-style-type: none"> Gyms 	
	<p>If vaccination certificates are not used, the following restrictions apply:</p> <ul style="list-style-type: none"> Hospitality – up to 100 people, based on 1m distancing, seated and separated Gatherings (e.g. weddings, places of worship, marae) – up to 100 people, based on 1m distancing 	<ul style="list-style-type: none"> Events (indoor/outdoor) – up to 100 people based on 1m distancing, seated and separated Close contact businesses – face coverings for staff, 1m distancing between customers 	<ul style="list-style-type: none"> Gyms – up to 100 people, based on 1m distancing 	
 <p>ORANGE</p>	<p>Increasing community transmission with increasing pressure on health system.</p> <p>Whole of health system is focusing resources but can manage – primary care, public health, and hospitals.</p> <p>Increasing risk to at risk populations.</p>	<p>General settings</p> <ul style="list-style-type: none"> Record keeping/scanning required Face coverings mandatory on flights, public transport, taxis, retail, public venues, encouraged elsewhere 	<ul style="list-style-type: none"> Public facilities – open with capacity limits based on 1m distancing Retail – open with capacity limits based on 1m distancing 	<ul style="list-style-type: none"> Workplaces – open Education – open with public health measures in place Specified outdoor community events – allowed
	<p>No limits if vaccination certificates are used for:</p> <ul style="list-style-type: none"> Hospitality Gatherings (e.g. weddings, places of worship, marae) 	<ul style="list-style-type: none"> Events (indoor/outdoor) Close contact businesses 	<ul style="list-style-type: none"> Gyms 	
	<p>If vaccination certificates are not used, the following restrictions apply:</p> <ul style="list-style-type: none"> Hospitality – contactless only 	<ul style="list-style-type: none"> Gatherings (e.g. weddings, places of worship, marae) – up to 50 people, based on 1m distancing 	<ul style="list-style-type: none"> Close contact businesses, events (indoor/outdoor) and gyms are not able to operate 	
 <p>RED</p>	<p>Action needed to protect health system – system facing unsustainable number of hospitalisations.</p> <p>Action needed to protect at-risk populations.</p>	<p>General settings</p> <ul style="list-style-type: none"> Record keeping/scanning required Face coverings mandatory on flights, public transport, taxis, retail, public venues, recommended whenever leaving the house 	<ul style="list-style-type: none"> Public facilities – open with up to 100 people, based on 1m distancing Retail – open with capacity limits based on 1m distancing Workplaces – working from home encouraged 	<ul style="list-style-type: none"> Education – schools and ECE open with public health measures and controls Specified outdoor community events – allowed with capacity limits
	<p>With vaccination certificates, the following restrictions apply:</p> <ul style="list-style-type: none"> Hospitality – up to 100 people, based on 1m distancing, seated and separated Gatherings (e.g. weddings, places of worship, marae) – up to 100 people, based on 1m distancing 	<ul style="list-style-type: none"> Events (indoor/outdoor) – up to 100 people based on 1m distancing, seated and separated Close contact businesses – public health requirements in place 	<ul style="list-style-type: none"> Gyms – up to 100 people, based on 1m distancing Tertiary education – vaccinations required for onsite delivery, with capacity based on 1m distancing 	
	<p>If vaccination certificates are not used, the following restrictions apply:</p> <ul style="list-style-type: none"> Hospitality – contactless only Gatherings (e.g. weddings, places of worship, marae) – up to 10 people 	<ul style="list-style-type: none"> Close contact businesses, events (indoor/outdoor) and gyms are not able to operate Tertiary education – distance learning only 		

Media Release

2 December 2021

Waimakariri District Council traffic light ready

Aquatic Centres, libraries, council service centres and community venues across Waimakariri are gearing up to be traffic light ready ahead of the Government Covid-19 Protection Framework move at midnight tonight.

Chief Executive Jim Harland says “We’re ready to open our doors this Friday under the new system without currently requiring vaccine passes for some of our services. However, we are going to see how the first week goes, complete risk assessments for each service area, seek further guidance for each customer area, and review our settings ahead of December 13.

“It’s likely that we will require vaccine passes from this date for more of our services to ensure we can continue to operate as safely as possible for as many customers as we can going forward.”

Mayor Dan Gordon says “It’s really excellent that we’re moving to this new system which should mean businesses have certainty they can remain open despite the level. I know the community will take a lot of comfort in knowing lockdowns are likely a thing of the past.”

Council services will **initially** open under ‘orange’ settings as set out below. **These will be reviewed ahead of December 13 and facilities may require vaccine certificates from this date and could be subject to further change after review.**

- Aquatic Centres: vaccine certificates are not required. One metre distancing, contact tracing and bookings required for aqua classes, lane and leisure space
- Libraries: vaccine certificates are not required. One metre distancing, contact tracing and masks are required
- Rangiora Service Centre: vaccine certificates are not required. One metre distancing, contact tracing and masks are required
- Transfer Stations: vaccine certificates are not required. One metre distancing, contact tracing and masks are required
- Rangiora Town Hall, MainPower Stadium, Kaiapoi Community Centre and Woodend Community Centre: Vaccine certificates required for entry. One metre distancing, contact tracing and masks are required.
- Public Events (indoor and outdoor): no limits if vaccine certificates are required for those 12 and older. These will be checked at the start of the event. If vaccine certificates are not required a maximum of 50 people are allowed to attend. One metre distancing, contact tracing and masks are required
- Building Inspectors: Will maintain one metre distancing, contact tracing and wear masks as required. Sites who require proof of vaccine from inspectors are asked to communicate this when booking the inspector
- Field workers and contractors: Those coming on Council sites must meet the requirements of that building. One metre distancing, contact tracing and masks are required

- Alcohol Licencing, Dog Control and other Environmental Services Officers: Will maintain one metre distancing, contact trace and wear masks as required. Sites who require proof of vaccine are asked to communicate this when booking
- Other public-facing functions such as Council, Committee and Community Board Meetings: vaccine certificates are not required. These will be open with capacity limits, based on one metre distancing, contact tracing and masks being required.

ENDS

For further information:

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