

Hutt City Council Overview of Council Facilities as at 28 January 2022

Public Facilities	Sites Affected	My Vaccine Pass Requirements	Red and/or following an exposure event	Orange	Green
<p><b>Public Facilities</b> (all Council owned and operated) including neighbourhood hubs, libraries, art galleries and museums, and can include indoor recreation facilities — for example, swimming pools.</p> <p><b>Open at all settings</b></p> <p>Where appropriate, school or education activities may occur at Public Facilities without My Vaccine Pass and follow Education settings. Where this occurs, the specific area being used will not be available to the public. Where the school is not separated from the public, My Vaccine Pass will be enforced for all visitors.</p>	<p>Libraries, museums, hubs, pools and animal services.</p> <p>See facility and services breakdown for occupancy limits at 1m distancing</p>	<p>With My Vaccine Pass at Red and Orange</p> <p>TBC for Green</p>	<p>Open with occupancy limits based on 1m distancing and mandatory face coverings</p> <p>Follow event or gathering guidance where appropriate</p>	<p>Open with occupancy limits based on 1m distancing and mandatory face coverings</p> <p>Follow event or gathering guidance where appropriate</p>	<p>All facilities open with no limits on occupancy numbers</p> <p>To be confirmed if My Vaccine Passes required</p> <p>Follow event or gathering guidance where appropriate</p> <p>Face coverings <u>encouraged</u> indoors (pools excluded)</p> <p>Record keeping rule applies</p>
<p><b>Events (indoor/outdoor)</b> include private or public events of all sizes, concert or conference venues and/or</p> <p><b>Gatherings</b> include private gatherings, weddings, places of worship, marae etc</p>	<p>Libraries, museums, hubs and pools</p> <p>Use of My Vaccine Pass for Halls is based on individual hirers agreement</p>	<p>With My Vaccine Pass at Staff based Public Facilities and Council Led events</p>	<p><b>With My Vaccine Pass</b></p> <p>An event or gathering may occur up to 100 People based on 1m distancing</p>	<p><b>With My Vaccine Pass</b></p> <p>Occupancy limits based on 1m distancing</p>	<p><b>With My Vaccine Pass</b></p> <p>No limits</p>
	<p>Public locations which may include parks and streets etc.</p>	<p>Based on hirers for Halls</p>	<p><b>With My Vaccine Pass</b></p> <p>An event or gathering may occur up to 100 People based on 1m distancing</p> <p><b>Without My Vaccine Pass</b></p> <p>Only gatherings of up to 25 people based on 1m distancing</p>	<p><b>With My Vaccine Pass</b></p> <p>Occupancy limits based on 1m distancing</p> <p><b>Without My Vaccine Pass</b></p> <p>Only gatherings of up to 50 people based on 1m distancing</p>	<p><b>With My Vaccine Pass</b></p> <p>No limits</p> <p><b>Without My Vaccine Pass</b></p> <p>Events and gatherings up to 100 people based on 1m distancing</p>
<p><b>Gyms</b></p>	<p>Huia and Stokes Valley Pool</p>	<p>With My Vaccine Pass</p>	<p><b>With My Vaccine Pass</b></p> <p>Up to 100 People</p>	<p><b>With My Vaccine Pass</b></p> <p>Occupancy limits based on 1m distancing</p>	<p><b>With My Vaccine Pass</b></p> <p>No limits</p>
<p><b>Hospitality</b> – food and drink services</p>	<p>Council owned buildings that are leased: Fellow Café and Bellbird Café</p>	<p>Based on tenants' arrangements</p>	<p><b>With My Vaccine Pass</b></p> <p>Up to 100 People, seated and separated</p> <p>Face coverings encouraged while not eating</p>	<p><b>With My Vaccine Pass</b></p> <p>Face coverings encouraged</p>	<p><b>With My Vaccine Pass</b> No limits</p> <p><b>Without My Vaccine Pass</b></p> <p>Up to 100 people based on 1m distancing</p>
<p><b>Markets</b> – farmers or local markets</p>	<p>Naenae Village Market</p> <p>Riverbank Market</p> <p>Use of My Vaccine Pass is based on organisers arrangements.</p>	<p>Based on organisers arrangements</p>	<p>Open with capacity limits based on 1m distancing (not including workers).</p> <p>Face coverings are mandatory (unless a person is exempt).</p>	<p>Open with capacity limits based on 1m distancing (not including workers).</p> <p>Face coverings are mandatory (unless a person is exempt).</p>	<p>Open with no limits</p>

Public Facilities	Sites Affected	My Vaccine Pass Requirements	Red and/or following an exposure event	Orange	Green
<b>Council Offices</b> – Council owned or leased office space	Office based buildings including Admin Building, Pelorus Trust Sports House, and Council Archives.	Without My Vaccine Pass except at red or following	Working from home encouraged Front Counter open with mandatory face coverings in public space	Staff can work onsite Front Counter open without vaccine pass mandatory face coverings in public space	Staff can work onsite Front Counter open without vaccine pass Face coverings encouraged
<b>Council Chamber</b>	Council chambers located at Admin Building	With My Vaccine Pass	My Vaccine Pass required	My Vaccine Pass required	My Vaccine Pass required

Detailed description of Facilities as at 28 January 2022

Type of Facility or Service	Public Facility and services available	Red	Orange	Green
<p><b>Public Facilities</b></p> <p>Open at all settings</p> <p>My Vaccine Pass to be used at Red and Orange, still to be confirmed for Green.</p> <p>Where appropriate, school or education activities may occur at Public Facilities without My Vaccine Pass and follow Education settings. Where this occurs, the specific area being used will not be available to the public. Where the school is not separated from the public, My Vaccine Pass will be enforced for all visitors.</p>	<p><b>Little Theatre</b></p> <p>Available to hire with a health and safety plan and use of My Vaccine Pass for orange or red settings – to confirm requirements at green.</p> <p>No occupancy limits with My Vaccine Pass at Orange and limit of 100 at red</p>	My Vaccine Pass – 100 people event or gathering	My Vaccine Pass – no limit	<p>To be confirmed if My Vaccine Pass required</p> <p>My Vaccine Pass – no limit</p> <p>Without My Vaccine Pass – 100 people limit gatherings or events</p>
	<p><b>Community Halls</b></p> <p>Open at Red while there is no community transmission in the Wellington region. This will be reviewed when community transmission is confirmed.</p> <p>All halls are available to hire with a H&amp;S plan and must confirm if My Vaccine Pass is being used prior to booking confirmation. Occupancy limits set by each hall or based on restrictions.</p> <p>It is not a requirement for My Vaccine Pass, however, will need to follow occupancy levels, and to meet health and safety requirements like cleaning. Due to this, we may not be able to accommodate these bookings due to schedule.</p> <p>Cost of additional cleaning for events/gatherings where My Vaccine Pass is not used to be covered by hirer.</p> <p>Occupancy limits with My Vaccine Pass at red is 100 people at gatherings or events</p> <p>Occupancy limits without My Vaccine Pass are:</p> <p><b>Red</b> – 25 people gatherings</p> <p><b>Orange</b> – 50 people gatherings or events</p> <p><b>Green</b> - 100 people gatherings or events</p>	<p>Eastbourne Hall occupancy limit 100</p> <p>Moera Hall occupancy limit 100</p> <p>Hardwick Smith Lounge occupancy limit 100</p> <p>Wainuiomata Hall occupancy limit 100</p> <p>Belmont Memorial Hall</p> <p>Russell Keown House occupancy limit 85 (across 3 rooms)</p> <p>Eastbourne Hall occupancy limit 100</p> <p>Treadwell St Hall My Vaccine Pass required - occupancy limit 100</p> <p>Excludes Club House occupancy numbers</p>	<p>Eastbourne Hall occupancy limit 150</p> <p>Moera Hall occupancy limit 150</p> <p>Hardwick Smith Lounge occupancy limit 75</p> <p>Wainuiomata Hall occupancy limit 300</p> <p>Belmont Memorial Hall</p> <p>Russell Keown House occupancy limit 85 (across 3 rooms)</p> <p>Eastbourne Hall occupancy limit 150</p> <p>Treadwell St Hall My Vaccine Pass required - occupancy limit 100</p> <p>Excludes Club House occupancy numbers</p>	<p>No limits under green where My Vaccine Pass is used.</p> <p>Limits without My Vaccine Pass: 100 people for events or gatherings based on 1m distancing</p> <p>Treadwell St Hall My Vaccine Pass required - unlimited</p> <p>Excludes Club House occupancy numbers</p>
<p><b>Council Chambers / Council Meetings</b></p>	<p><b>Council Chambers</b></p> <p>My Vaccine Pass required at all settings</p>	<p>My Vaccine Pass required for all activity</p> <p>Council Meetings occupancy limit 37</p> <p>Occupancy limit for events or gatherings with My Vaccine Pass 45 people</p>	<p>My Vaccine Pass required for all activity</p> <p>Council Meetings occupancy limit 37</p> <p>Occupancy limit for events or gatherings is 45 people with My Vaccine Pass</p>	<p>My Vaccine Pass required for all activity</p> <p>No occupancy limits.</p>
<p><b>Council Offices</b></p>	<p><b>Council Administration Building, Laings Road / Market Grove</b></p> <p>My Vaccine pass only required at Red or following an exposure event</p> <p>All staff (including casuals) and contractors (including consultants) must be vaccinated to enter staff only areas, including meeting rooms</p>	<p>Front counter open - My Vaccine Pass</p> <p>Encouraged working from home</p>	<p>Front counter open – without My Vaccine Pass (where assisting members of public, this should be done from behind counter and screens)</p> <p>Staff can work onsite</p>	<p>Front counter open – without My Vaccine Pass (where assisting members of public, this should be done from behind counter and screens)</p> <p>Staff can work onsite</p>
	<p><b>Pelorus Trust Sports House</b> (HCC is tenant)</p> <p>To work with Pelorus Trust Sports House management committee to complete risk assessment and confirm any H&amp;S requirements</p>	<p>Front counter Open</p> <p>Encouraged working from home</p>	<p>Front counter open</p> <p>Staff can work onsite</p>	

	<b>Council Archives (online resources available)</b>	Virtual appointment only	Appointment only – My Vaccine Pass Staff can work onsite	Appointment only – My Vaccine Pass Staff can work onsite
<b>Animal Services</b>	<b>Animal services sites (two sites)</b> Sites require My Vaccine Pass for entry into the building. Alternative arrangements are available without entering the premise, and therefore not requiring my vaccine pass at both orange and red.	Appointment only – My Vaccine Pass Encouraged working from home	Appointment only – My Vaccine pass Staff can work onsite	Appointment only – My Vaccine pass Staff can work onsite
<b>EOC</b>	<b>EOC</b> Persons who organise training or meetings will need to adhere to My Vaccine Pass requirements as part of usage agreement, and will need to confirm that all attendees have a valid pass	My Vaccine Pass required Encouraged working remotely where possible If specialist/s do not have a vaccine pass, join meetings online	My Vaccine Pass required Staff can work onsite	My Vaccine Pass required Staff can work onsite
<b>Outdoor Services</b>	<b>Public artesian water supply taps at Buick Street, Petone; outside the Dowse on Laings Road; and at Riverside Drive in Waiwhetu</b>	Open while there is no community transmission in the Wellington region. This will be reviewed when community transmission is confirmed.	Open	Open
	<b>HCC public toilets</b> (not to operate at red except essential toilets)	Open while there is no community transmission in the Wellington region. This will be reviewed when community transmission is confirmed.	Open	Open
	<b>Les Dalton Dog Park</b>	Open while there is no community transmission in the Wellington region. This will be reviewed when community transmission is confirmed.	Open	Open
	<b>HCC Cemeteries</b> (follow distancing guidelines)	Open for all, but number restrictions for gatherings/funerals: With vaccine pass - 100 Without vaccine pass - 25	Open for all, but number restrictions for gatherings/funerals: With vaccine pass – no limit Without vaccine pass - 50	Open for all, but number restrictions for gatherings/funerals: With vaccine pass – no limit Without vaccine pass - 100
	<b>HCC sportsfields and playgrounds (inc skate parks)</b> <b>Parks and trails</b> <b>Waiu Bike trail</b>	Normal operations unless being hired for an event or gathering, follow relevant guidance – to note, Council led events to use My Vaccine Pass  Follow <a href="#">Sport NZ</a> and/or venue advice	Normal operations unless being hired for an event or gathering, follow relevant guidance – to note, Council led events to use My Vaccine Pass  Follow <a href="#">Sport NZ</a> and/or venue advice	Normal operations unless being hired for an event or gathering, follow relevant guidance – to confirm use of My Vaccine Pass at Green  Follow <a href="#">Sport NZ</a> and/or venue advice
<b>Regulatory and licensing in the field</b>  All regulatory services are required to be vaccinated to ensure their safety (subject to consultation underway)	<b>Animal services</b>	Encouraging services remotely where possible, and provide service in person where no alternative option	Continue to provide service in person	Continue to provide service in person
	<b>Noise Control</b>			
	<b>Regulatory and licensing</b>	Public health measures apply when interacting with members of the public e.g. use of face coverings, record keeping	Public health measures apply when interacting with members of the public e.g. use of face coverings, record keeping	Public health measures apply when interacting with members of the public e.g. use of face coverings, record keeping
	<b>Consenting functions (building and resource consents)</b>			
	<b>RMA plan making</b>			
	<b>Environmental Health</b>			
	<b>Parking Services</b>			
<b>Roading maintenance and transport related work</b>				
<b>Recreation and Sport</b>	<b>Recreation Programmes</b>	Follow <a href="#">Sport NZ</a> and/or venue advice	Follow <a href="#">Sport NZ</a> and/or venue advice	Follow <a href="#">Sport NZ</a> and/or venue advice

	<b>Club Sport</b>			
<b>Council Owned Buildings that are leased</b>	<b>Fellow Café</b>	Requiring My Vaccine Pass	Requiring My Vaccine Pass	Requiring My Vaccine Pass
	<b>Bellbird Café</b>	Requiring My Vaccine Pass	Requiring My Vaccine Pass	Requiring My Vaccine Pass
	<b>Ricoh Sports Centre</b>	Requiring My Vaccine Pass	Requiring My Vaccine Pass	Requiring My Vaccine Pass
	<b>Lower Hutt Events Centre</b>	Requiring My Vaccine Pass	Requiring My Vaccine Pass	Requiring My Vaccine Pass
<b>Markets</b>	<b>Naenae Village Market</b> – operating without My Vaccine Pass	Open with capacity limits based on 1m distancing (not including workers).	Open with capacity limits based on 1m distancing (not including workers).	Open with no limits
	<b>Riverbank Market<sup>1</sup></b> - operating without My Vaccine Pass	Face coverings are mandatory (unless a person is exempt).	Face coverings are mandatory (unless a person is exempt).	
<b>Health Services</b>	<b>Plunket</b> Currently located at Koranui, Walter Nash Centre and Wainuiomata hub	TBC	TBC	TBC

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<sup>1</sup> Note the Riverbank Carpark is not Council run.