

Hutt City Council Overview of Council Facilities as at 11 February 2022

Public Facilities	Sites Affected	My Vaccine Pass Requirements	Red and/or following an exposure event	Orange	Green
<p>Public Facilities (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>Open at all settings</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 Masks</p> <p>Follow event or gathering guidance where appropriate</p>	<p>Open with occupancy limits based on 1m distancing and mandatory Masks</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>Masks <u>encouraged</u> indoors (pools excluded)</p> <p>Record keeping rule applies</p>
<p>Events (indoor/outdoor) include private or public events of all sizes, concert or conference venues and/or</p> <p>Gatherings 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>With My Vaccine Pass</p> <p>An event or gathering may occur up to 100 People based on 1m distancing</p>	<p>With My Vaccine Pass</p> <p>Occupancy limits based on 1m distancing</p>	<p>With My Vaccine Pass</p> <p>No limits</p>
	<p>Public locations which may include parks and streets etc.</p>	<p>Based on hirers for Halls</p>	<p>With My Vaccine Pass</p> <p>An event or gathering may occur up to 100 People based on 1m distancing</p> <p>Without My Vaccine Pass</p> <p>Only gatherings of up to 25 people based on 1m distancing</p>	<p>With My Vaccine Pass</p> <p>Occupancy limits based on 1m distancing</p> <p>Without My Vaccine Pass</p> <p>Only gatherings of up to 50 people based on 1m distancing</p>	<p>With My Vaccine Pass</p> <p>No limits</p> <p>Without My Vaccine Pass</p> <p>Events and gatherings up to 100 people based on 1m distancing</p>
Gyms	Huia and Stokes Valley Pool	With My Vaccine Pass	<p>With My Vaccine Pass</p> <p>Up to 100 People</p>	<p>With My Vaccine Pass</p> <p>Occupancy limits based on 1m distancing</p>	<p>With My Vaccine Pass</p> <p>No limits</p>
Hospitality – food and drink services	Council owned buildings that are leased: Fellow Café and Bellbird Café	Based on tenants' arrangements	<p>With My Vaccine Pass</p> <p>Up to 100 People, seated and separated</p> <p>Masks encouraged while not eating</p>	<p>With My Vaccine Pass</p> <p>Masks encouraged</p>	<p>With My Vaccine Pass No limits</p> <p>Without My Vaccine Pass</p> <p>Up to 100 people based on 1m distancing</p>
Markets – farmers or local markets	<p>Naenae Village Market</p> <p>Riverbank Market</p> <p>Use of My Vaccine Pass is based on organisers arrangements.</p>	Based on organisers arrangements	<p>Open with capacity limits based on 1m distancing (not including workers).</p> <p>Masks are mandatory (unless a person is exempt).</p>	<p>Open with capacity limits based on 1m distancing (not including workers).</p> <p>Masks are mandatory (unless a person is exempt).</p>	Open with no limits

Public Facilities	Sites Affected	My Vaccine Pass Requirements	Red and/or following an exposure event	Orange	Green
Council Offices – 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 Masks in public space	Staff can work onsite Front Counter open without vaccine pass mandatory Masks in public space	Staff can work onsite Front Counter open without vaccine pass Masks encouraged
Council Chamber	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 11 February 2022

Type of Facility or Service	Public Facility and services available	Red	Orange	Green
Public Facilities Open at all settings My Vaccine Pass to be used at Red and Orange, still to be confirmed for Green. 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.	Little Theatre 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. No occupancy limits with My Vaccine Pass at Orange and limit of 100 at red	My Vaccine Pass – 100 people event or gathering Dressing room limits of 50	My Vaccine Pass – no limit	To be confirmed if My Vaccine Pass required My Vaccine Pass – no limit Without My Vaccine Pass – 100 people limit gatherings or events
	Community Halls Available at red – will continue to monitor community transmission to assess any risk or restrictions. All halls are available to hire with a H&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. 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. Cost of additional cleaning for events/gatherings where My Vaccine Pass is not used to be covered by hirer. Occupancy limits with My Vaccine Pass at red is 100 people at gatherings or events Occupancy limits without My Vaccine Pass are: Red – 25 people gatherings Orange – 50 people gatherings or events Green - 100 people gatherings or events	Eastbourne Hall occupancy limit 100	Eastbourne Hall occupancy limit 150	No limits under green where My Vaccine Pass is used. Limits without My Vaccine Pass: 100 people for events or gatherings based on 1m distancing
		Moera Hall occupancy limit 100	Moera Hall occupancy limit 150	
		Hardwick Smith Lounge occupancy limit 100	Hardwick Smith Lounge occupancy limit 75	
		Wainuiomata Hall occupancy limit 100	Wainuiomata Hall occupancy limit 300	
		Belmont Memorial Hall	Belmont Memorial Hall	
		Russell Keown House occupancy limit 85 (across 3 rooms)	Russell Keown House occupancy limit 85 (across 3 rooms)	
		Eastbourne Hall occupancy limit 100	Eastbourne Hall occupancy limit 150	
		Treadwell St Hall My Vaccine Pass required - occupancy limit 100 Excludes Club House occupancy numbers	Treadwell St Hall My Vaccine Pass required - occupancy limit 100 Excludes Club House occupancy numbers	Treadwell St Hall My Vaccine Pass required - unlimited Excludes Club House occupancy numbers
	Council Chambers My Vaccine Pass required at all settings	My Vaccine Pass required for all activity Council Meetings occupancy limit 37 Occupancy limit for events or gatherings with My Vaccine Pass 45 people	My Vaccine Pass required for all activity Council Meetings occupancy limit 37 Occupancy limit for events or gatherings is 45 people with My Vaccine Pass	My Vaccine Pass required for all activity No occupancy limits.
Council Offices	Council Administration Building, Laings Road / Market Grove My Vaccine pass only required at Red or following an exposure event All staff (including casuals) and contractors (including consultants) must be vaccinated to enter staff only areas, including meeting rooms	Front counter open - My Vaccine Pass Encouraged working from home	Front counter open – without My Vaccine Pass (where assisting members of public, this should be done from behind counter and screens) Staff can work onsite	Front counter open – without My Vaccine Pass (where assisting members of public, this should be done from behind counter and screens) Staff can work onsite
	Pelorus Trust Sports House (HCC is tenant) To work with Pelorus Trust Sports House management committee to	Front counter Open Encouraged working from home	Front counter open Staff can work onsite	

	complete risk assessment and confirm any H&S requirements			
	Council Archives (online resources available) Virtual appointments encouraged at red, however, where an onsite appointment is scheduled, My Vaccine Pass is required.	Virtual appointment encouraged My Vaccine Pass	Appointment only – My Vaccine Pass Staff can work onsite	Appointment only – My Vaccine Pass Staff can work onsite
Animal Services	Animal services sites (two sites) 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
EOC	EOC 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
Outdoor Services	Public artesian water supply taps at Buick Street, Petone; outside the Dowse on Laings Road; and at Riverside Drive in Waiwhetu	Open – will continue to monitor community transmission to assess any risk or restrictions.	Open	Open
	HCC public toilets (not to operate at red except essential toilets)	Closed except for essential toilets	Open	Open
	Les Dalton Dog Park	Open – will continue to monitor community transmission to assess any risk or restrictions.	Open	Open
	HCC Cemeteries (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
	HCC sportsfields and playgrounds (inc skate parks) Parks and trails Waiu Bike trail	Normal operations unless being hired for an event or gathering, follow relevant guidance – to note, Council led events to use My Vaccine Pass Follow Sport NZ 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 Sport NZ 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 Sport NZ and/or venue advice
Regulatory and licensing in the field All regulatory services are required to be vaccinated to ensure their safety (subject to consultation underway)	Animal services	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
	Noise Control			
	Regulatory and licensing	Public health measures apply when interacting with members of the public e.g. use of Masks, record keeping	Public health measures apply when interacting with members of the public e.g. use of Masks, record keeping	Public health measures apply when interacting with members of the public e.g. use of Masks, record keeping
	Consenting functions (building and resource consents)			
	RMA plan making			
	Environmental Health			
	Parking Services			
	Roading maintenance and transport related work			
Recreation and Sport	Recreation Programmes	Follow Sport NZ and/or venue advice	Follow Sport NZ and/or venue advice	Follow Sport NZ and/or venue advice

	Club Sport			
Council Owned Buildings that are leased	Fellow Café	Requiring My Vaccine Pass	Requiring My Vaccine Pass	Requiring My Vaccine Pass
	Bellbird Café	Requiring My Vaccine Pass	Requiring My Vaccine Pass	Requiring My Vaccine Pass
	Ricoh Sports Centre	Requiring My Vaccine Pass	Requiring My Vaccine Pass	Requiring My Vaccine Pass
	Lower Hutt Events Centre	Requiring My Vaccine Pass	Requiring My Vaccine Pass	Requiring My Vaccine Pass
Markets	Naenae Village Market – 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
	Riverbank Market ¹ - operating without My Vaccine Pass	Masks are mandatory (unless a person is exempt).	Masks are mandatory (unless a person is exempt).	
Health Services	Plunket Currently located at Koranui, Walter Nash Centre and Wainuiomata hub	TBC	TBC	TBC

¹ Note the Riverbank Carpark is not Council run.