

25 January 2022

**Request for Official Information responded to under the Local Government and Official Information and Meetings Act 1987 (LGOIMA) (the Act) – reference: OIR 2122-134**

I refer to your information request we received on 3 December 2021 for the following:

- 1. All documentation and advice, that includes emails, meeting notes, records of phone conversations, regarding the use of COVID vaccine passes at Kapiti Coast District Council (KCDC) facilities under the new COVID-19 traffic light system held by KCDC staff and elected members since 10 August 2021. This request includes information with Government Ministers and their offices.***

The decision to require a Vaccine Pass at many Council facilities was an operational decision made by the Council's Senior Leadership Team, not Elected Members. The decision was made as the district moved to orange under the traffic light system in order to protect the community's vulnerable members (older persons, children under 12 years not vaccinated and immune compromised persons) that would be using the Council facilities.

At that time, the introduction and move from alert levels to the traffic light system happened quite quickly with new information being constantly released by the Government to support this change. This meant that the decision was made within the meeting and was based on Government recommendations without intensive internal communications prior to the meeting itself. This meeting was not minuted.

- 2. Does the KCDC intend to subsidise affected ratepayers, who fund council operations through annual rates, that are unable to access KCDC facilities by not holding a COVID vaccine pass?***

No, there will not be a reduction in rates. Rates help pay for services and facilities for the Kāpiti community that are either critical or beneficial to the community as a whole – often the things that make our district a more desirable place to live. Many of those raising the perceived issue of a rates rebate for the Council services are claiming that they have been denied because of the introduction of vaccine passes. The services are still on offer and ratepayers cannot receive a rebate or reduction simply because they have self-selected to opt-out by not receiving the government funded vaccine.

Many services have been translated into a safe and contactless service - information on our services under the COVID-19 protection framework is available on our website: <https://www.kapiticoast.govt.nz/our-district/cdem/covid-19/our-services-during-covid-19/>

**3. What process does the KCDC have in place to subsidise these discriminated ratepayers that are unable to access KCDC facilities and how many KCDC ratepayers will be affected?**

Note, as stated above in the response to your question 2, there will not be a reduction in rates.

**4. What is the total of KCDC ratepayers and how many KCDC ratepayers hold a library card?**

The number of rateable rating units for 2021/22 is 25,469. The Council currently has 29,272 active borrowers who have used the service within the last 2 years. This number includes members of our community who live in the district but are not ratepayers.

**5. How does a KCDC ratepayer without a COVID vaccine pass sign in to the eLibrary Libby app if they do not have or have lost a library card and are unable to access a KCDC library?**

Residents are able to join the library online (through our website). Once they have joined the library, they can use their library card ID to sign up for Libby or any of the other online/digital resources. Our librarians are here to help members of the community get started with our e-Library service if they are having difficulties. Library staff are available to help with accessing this service. Emails can be forwarded with any questions or problems to [library.events@kapiticoast.govt.nz](mailto:library.events@kapiticoast.govt.nz) and a staff member will get back to you.

**6. How does a KCDC ratepayer without a COVID vaccine pass access KCDC library services including the Libby app if they do not have access to a computer or device?**

Members of the community who do not hold a vaccine pass and do not have access to a computer or device will not have access to library services at this stage. However, a click and collection service will be investigated to see if there are any viable options for contactless collection and drop off.

**7. How will the KCDC police the halls requirements to ensure vaccine passes are checked and what is the penalty for non-compliance?**

Responsibility for ensuring the Council's terms of hire are met rests with the person hiring the hall. This includes providing a QR code or guest list and checking that the people in attendance are carrying vaccine passes. It is expected that the person hiring the hall will not admit any guests not adhering to these requirements.

**8. How will the KCDC enforce the requirement to scan QR codes at sports grounds and what is the penalty of non-compliance?**

Council strongly encourages people using all our facilities to play by the appropriate traffic light rules. This includes scanning the QR codes provided as this helps speed up the contact tracing process should there be a confirmed case in our community. Compliance with the traffic light rules for parks and sports grounds cannot be monitored.

Yours sincerely



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