

## COVID19 Risk Assessment – Feilding Library (Public Assessment)

### Risk Assessment Matrix:

Facility Public Vaccination - Risk Assessment Framework					
	Risk rating				
Risk Factors	Higher risk = 5	High risk = 4	Moderate risk = 3	Low risk = 2	Lower risk = 1
How many people could be in the facility at any one time?	Could come into contact with 301+ people	Somewhere between 101 - 300 people	Somewhere between 51 - 100 people	Somewhere between 11 - 50 people	Somewhere between 1 - 10 people
How easy will it be to identify and contact the people using the facility?	Will be difficult to identify or contact people using the facility	Most people using the facility are likely to be able to be identified but not all are able to be contacted	Most people using the facility are likely to be able to be identified and contacted	All people using the facility are likely to be able to be identified and contacted	All people using the facility can be identified and contacted
How close will members of the public be in proximity to other people?	Close physical contact in an indoor only environment	Less than 1 metre apart, mostly in a mix of indoor and outdoor environments	1 metre apart where possible, in a mix of indoor and outdoor environments	1 metre apart in an outdoor only environment	2 metres or more in an outdoor only environment
How long could members of the public be in that proximity to other people?	Lengthy contact	Some prolonged contact	Some contact	Limited contact	Brief contact
Does the facility get used by people considered at higher risk of severe illness from COVID-19, such as people with underlying health conditions or children under the age of 12 years?	Majority of facility users are part of a vulnerable population	A large number of facility users are part of a vulnerable population	Some facility users are part of a vulnerable population	Small percentage of facility users are part of a vulnerable population	No facility users are part of a vulnerable population
What is the risk of COVID-19 transmission in the facility when compared to the risk outside the facility?	Significantly higher than outside the facility	Higher than outside the facility	About equal to outside the facility	Less than outside the facility	Significantly less than outside the facility
Will the facility remain open if the region is at a higher alert level/traffic light setting?	Facility open at all settings	NA	Facility closes at red setting	NA	Facility closes at orange and red settings

<b>Facility:</b>	Feilding Library	<b>Applies to:</b>	<ul style="list-style-type: none"> <li>- All members of the public</li> <li>- Contractors</li> <li>- Anyone on site who is not a worker at the Feilding Library</li> </ul>
<b>Department:</b>	Community	<b>Latest Revision Date:</b>	2 December 2021
<b>Completed by:</b>	Brook Rush	<b>Feedback From:</b>	Shayne Harris, Hamish Waugh, Frances Smorti, Lyn Daly, Jeff Graham
<b>Consider each risk factor for the job:</b>		<b>Risk level (1-5):</b>	<b>Risk controls:</b>
How many people could be in the facility at any one time? (very few = lower risk; many = higher risk)		3	<ul style="list-style-type: none"> <li>• Masks</li> <li>• Physical distancing guidance</li> <li>• Contact tracing</li> <li>• Vaccination</li> <li>• Vaccination boosters</li> <li>• Covid Vaccine Pass</li> <li>• Hand Sanitizer</li> <li>• Encourage good hygiene practices</li> <li>• Good cleaning processes</li> <li>• NZ Covid Tracer App / Manual Signing in</li> </ul>
How easy will it be to identify and contact the people using the facility? (easy to identify, such as co-workers = lower risk; difficult to identify, such as unknown members of public = higher risk)		3	
How close will members of the public be in proximity to other people? (2 metres or more in an outdoor space = lower risk; close physical contact in an indoor environment = higher risk)		4	
How long could members of the public be in that proximity to other people? (brief contact = lower risk; lengthy contact = higher risk)		4	
Does the facility get used by people considered at higher risk of severe illness from COVID-19, such as people with underlying health conditions or children under the age of 12 years? (little to none = lower risk; whole time = higher risk)		5	
What is the risk of COVID-19 transmission in the facility when compared to the risk outside the facility? (equal to outside work = lower risk; higher than outside work = higher risk)		4	

Will the facility remain open if the region is at a higher alert level/traffic light setting? (no = lower risk; yes = higher risk).	5	
Is the service accessible even if access to the facility is restricted?	Yes	Digital access as well as a click and collect service
<b>Overall risk assessment</b>	<b>28</b>	

**Risk:**

**Is the score above 20? Yes**

**Has this role(s) scored 4 or 5 for three or more categories? Yes**

**Question Write Up:**

- **Q1:** Even when at Orange and Red settings of the COVID-19 Protection Framework where capacity limits are based on 1m distancing, the Feilding Library could have 100 people on site at any one time. This is a decent number of people to manage.
- **Q2:** Most people will be able to be identified through the use NZ COVID Tracer App or Manual signing in, but not all people as some people do not complete the sign in process. So it would be fair to say most could be contacted, but not all.
- **Q3:** Whilst capacity limits are based on 1m distancing, there is no enforcement of physical distancing required at any setting in the COVID-19 Protection Framework for public facilities, and therefore it is more than likely users of the facility will find themselves in closer proximity than 1m to other users of the facility at times during their visit.
- **Q4:** Users of the facility will more than likely find themselves less than 1m distanced from other users of the facility for at least some of their visit. Especially as there is no requirement for staff to enforce any actual physical distancing rules within the facility.
- **Q5:** The majority of users of the Feilding Library are people over the age of 65 or school aged children. Users of the facility who are over 65 are more likely to have other underlying health conditions which could make them more susceptible to COVID-19. Children under the age of 12 are not currently able to be vaccinated against COVID-19, therefore find themselves at a heightened risk of having the virus passed on to them.
- **Q6:** The risk of COVID-19 transmission in the facility is higher when compared to the risk outside of the facility. This is due to the above reasonings stated in Q1, Q3, Q4 and Q5.

- **Q7:** The Feilding Library will not close at any level of the COVID-19 Protection Framework (unless it has been a location of interest and is closed for a deep clean). This means even if the district has high levels of community transmission of COVID-19, the facility will remain open.

### **Considerations:**

- At the green setting of the COVID-19 Protection Framework transmission of the virus is low, the health system is coping and there is little risk to vulnerable populations.
- At the orange setting of the COVID-19 Protection Framework transmission of the virus is putting some pressure on the health system and there is an increasing risk to vulnerable populations.
- At the red setting of the COVID-19 Protection Framework transmission of the virus is unmanageable and putting unsustainable pressure on the health system. Action needs to be taken to protect our vulnerable populations.
- The Feilding Library is a site where vulnerable people are invited to go and seek help applying for and downloading / printing their COVID-19 Vaccination Pass. They require a safe space to access this assistance.
- As the majority of users of the Feilding Library fall into a vulnerable population (most users are over the age of 65 or are school age children, a large number of which do not have the ability to be vaccinated) it is reasonably practicable that extra precaution should be taken at any setting where vulnerable populations are at an increasing or immediate risk of Covid-19 transmission. This is the case at both the orange and red settings of the COVID-19 Protection Framework.

### **Recommendation:**

- That the Feilding Library implements the use of COVID-19 Vaccination Passes when the Manawatu District is at either the Red or Orange settings of the COVID-19 Protection Framework, but will not require them when the Manawatu District is at the Green setting of the COVID-19 Protection Framework.