

Notice is hereby given that an ordinary meeting of the Community Wellbeing Committee will be held on:

**Date:** Tuesday 14 February 2017  
**Time:** 1.00 pm  
**Meeting Room:** Council Chambers  
**Venue:** Horowhenua District Council  
126-148 Oxford Street  
Levin

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## Community Wellbeing Committee

### OPEN AGENDA

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#### MEMBERSHIP

<b>Chairperson</b>	Cr Jo Mason	
<b>Deputy Chairperson</b>	Cr Barry Judd	
<b>Members</b>	Ms Therase Apatu	Ms Barb Bradnock
	Ms Katie Brosnahan	Mr Mike Fletcher
	Mr Craig Fleury	Mr Sam Gilpin
	Ms Tania Harris	Mr Allan Little
	Mr Bruce McIntyre	Mr Liam McLeavey
	Ms Tracey Merson	Mrs Jacqui Moynihan
	Ms Beth Purcell	Ms Jo Smith
	Ms Suze Strowger	Mrs Margaret Williams
	Ms Delphi Winters	Ms Di Rump
<b>Reporting Officer</b>	Mrs Denise Kidd	(Community Services Manager)
<b>Meeting Secretary</b>	Mrs Karen Corkill	

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Website: [www.horowhenua.govt.nz](http://www.horowhenua.govt.nz)

**Full Agendas are available on Council's website**  
**[www.horowhenua.govt.nz](http://www.horowhenua.govt.nz)**

**Full Agendas are also available to be collected from:**  
**Horowhenua District Council Service Centre, 126 Oxford Street, Levin**  
**Foxton Service Centre/Library, Clyde Street, Foxton,**  
**Shannon Service Centre/Library, Plimmer Terrace, Shannon**  
**and Te Takere/Library, Bath Street, Levin**



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**PROCEDURAL**

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<b>2</b>	<b>Public Speaking Rights</b>	<b>3</b>
	Notification to speak is required by 12 noon on the day of the meeting. Further information is available on <a href="http://www.horowhenua.govt.nz">www.horowhenua.govt.nz</a> or by phoning 06 366 0999	
<b>3</b>	<b>Confirmation of Minutes – 15 November 2016</b>	<b>3</b>
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<b>5</b>	<b>Announcements</b>	<b>3</b>

Chairperson's Introduction

Chairperson, Cr Jo Mason, will spend 10-15 minutes setting the context for the Strategy and how the CWC meetings will operate going forward.

New Zealand Police

Sergeant Sam Gilpin and Sergeant Phillip Grinstone will present some information on family violence trends across Horowhenua district and the factors that influence this trend from a Police perspective.

Age Concern

Mr Dan Geraghty will present some information on elder abuse trends across the district and the factors that influence this trend from the perspective of Age concern.

**REPORTS**

<b>6</b>	<b>Reports</b>	
	<b>6.1 Community Services Report to 14 February 2017</b>	<b>5</b>
	<b>6.2 Distribution of Community Wellbeing Strategy</b>	

**7 Agency Round Table**

With contributions from agencies on the issue of family violence from their organisation's perspective and the story behind the trends.



# Community Services Report to 14 February 2017

File No.: 17/2

## 1. Purpose

To present to the Community Wellbeing Committee the Community Services Report to 14 February 2016.

## 2. Recommendation

- 2.1 That Report 17/2 on Community Services Report to 14 February 2017 be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.3 That the Community Wellbeing Committee endorses the 2017 Policy Sunsmart Policy for Horowhenua District Council.

## 3. Issues for Consideration

As included in the **attached** report.

## Attachments



No.	Title	Page
A	Community Services Report	6

### Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

## Signatories

Author(s)	Denise Kidd <b>Community Services Manager</b>	
Approved by	Monique Davidson <b>Group Manager - Customer and Community Services</b>	

## Community Services Report February 2017

The purpose of this report is to give an update and overview on the current Community Wellbeing Committee activities occurring that relate to the Community Wellbeing Strategy as well as provide an update on Community Service Programme activities of the Horowhenua District that directly contribute towards the Community Wellbeing Strategy priority areas.

For your general information, the “Community Wellbeing Newsletter” will be distributed to the public every second month and will include information on events and opportunities offered by Aquatics; Library Services, Te Takere and the Community Development Team. The first edition (January / February) will be published the first week of February and will include a calendar of all HDC Community Services offerings and Events. The Events & Activities Calendar will be published every second month within the Newsletter as well as on the HDC Website and as a page advertisement every second month within local media. It is anticipated that the Events & Activities Calendar will feature as an attachment to this Report in the future.

Also, for your general information, Te Takere Website has been redeveloped as a subsite of the HDC Website with a number of features introduced to improve the site navigation and user experience for those using the site. These include the formulation of a dedicated Te Takere Events Directory, the combining the Te Takere Community Directory with the HDC Local Directory as well as the incorporation of all Te Takere Bookable Venues within the HDC Halls and Venues Directory.

Finally, this Report includes some background on proposed HDC Sunsmart Policy, along with the proposed Policy attached, for consideration and endorsement by this Committee..

<b>Community Wellbeing Strategy</b>	
<p><i>Recent achievements (November / December/ January)</i></p> <ul style="list-style-type: none"> <li>• Strategy visually designed for publication.</li> <li>• 2017 CWE meeting schedule prepared.</li> <li>• Draft schedule prepared for those members with key data, to present to CWE meetings across year.</li> <li>• Commenced extending invitations for revised membership. Some members yet to be confirmed.</li> <li>• Council has confirmed the continuance of the Horowhenua Community Wellbeing Committee (CWC) as a standing committee of Council.</li> </ul>	<p><i>Priorities for next 2 months:</i></p> <ul style="list-style-type: none"> <li>• All invitations extended to revised membership.</li> <li>• Data gathering arrangements in place with specified agencies.</li> <li>• Inclusion of two community questions in Ratepayer Survey.</li> </ul>

### COMMUNITY SERVICES ACTIVITIES RELATED TO STRATEGY

<b>Families with Children</b>	
<p><i>Recent achievements</i> <b>Learn to Swim participation, year to date:</b></p> <ul style="list-style-type: none"> <li>• Levin: 237 (enrolments not complete, close 7 Feb for term one).</li> </ul>	<p><i>Priorities for next 2 months:</i></p> <p>11, 18, 25 March will be a Kids TRYathlon. It is hoped that in future year's schools may partner with Council in lead up to the TRYathlon with Council staff delivering fitness programmes through participating primary schools in the</p>

<ul style="list-style-type: none"> <li>• Foxton: 20 (enrolments not complete, close 7 Feb for term one).</li> <li>• Holiday programme participants: Levin 77, Foxton 6.</li> </ul> <p>Levin Christmas Parade and Community Carnival.</p> <p>Summer readings junior programme had 146/150 participants</p> <p>I-Read programme 13/20 participants</p> <p>A range of programmes including Youthtek and Dance Club ran over summer period.</p> <p>Library holiday programmes were held at Te Takere, Foxton Library, and Shannon.</p> <p>Xmas pool party at both Foxton and Levin Pool. Both pool parties ran well with Foxton's party being particularly well received. The highlight for party goers in Levin was the addition of a photo booth that took and printed photos for free.</p>	<p>lead up.</p> <p>4 March there will be a Family Fun Day at Levin Aquatics with events and programmes for the whole family.</p> <p>In April there will be a school holidays programme with Hydroslide and inflatable challenges.</p> <p>In June there will be a Mid-winter Pool party.</p>
<p><b>Youth</b></p>	
<p><i>Recent achievements</i></p> <p>Youth Voice met six (6) times July-December and concluded calendar year with a summary presentation to Council on 14 December 2016. On 12 December 2016 Youth Voice went on a trip to visit Kapiti and Wellington Youth Councils.</p> <p>Horowhenua Youth Voice for 2017 recruitment is underway; applications still being received; closing at 5pm on Friday 17 February 2017.</p> <p>Youth Space at Te Takere ran a series of activities as part of secondary school holidays programme, including Youth Friday cooking, Dance Workshop, Levin</p>	<p><i>Priorities for next 2 months:</i></p> <p>Planning well underway for Horowhenua Civil Defence Leadership Camp, known as 'Project Resilience', to take place at the Makahika Outdoor Pursuits Centre in March. The project, funded by Ministry of Youth Development, will develop skills in both leadership and emergency preparedness in young people.</p> <p>Minecraft and Coding Club resume mid-February 2017.</p> <p>In-house Friday weekly life skills cooking programme resumed.</p> <p>Youth Bootcamp will run on the last Tuesday of every month at 4pm.</p> <p>Youth "Dress for Success" Project commencing in February 2017.</p>

Painting of Rocks and the Amazing Race.

ACE cooking courses have finished in the Youth Space and so the in-house Friday weekly cooking programme resumed.

Lifeguard Training- HDC partnered with Horowhenua Learning Centre to train potential Lifeguard staff for summer period.

2 Day Artificial Intelligence Roadshow was hosted by Te Takere and put on by NZ Centre for Science and Citizenship for Year 7-10 students across the district ,3-4 November.

Industry Training Organisation Graduation (Mayor's Taskforce initiative) on 8 November recognised the importance of young people achieving industry qualifications.

Te Hinaki Expo took place on 11 November, hosted by Te Takere and showcased the ways that new technology is transforming education with 12 schools participating.

Eight (8) foot White Ribbons in the Contact Youth Space engaged young people in conversations about non-violence throughout December 2016.

Youth Book club established meeting monthly throughout 2017, promoting literacy amongst youth users of Te Takere.

Guitar Club kicked off in December 2016 with an average of four (4) students attending regularly.

Youth Bootcamp ran in conjunction with Aquatics and had 10 students getting fit in the Te Takere with great feedback from all participants.

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<p>Successful \$5000 MYD funding application for a youth “Dress for Success” Project. Currently taking the call out for second-hand office-wear for this programme.</p>	
<p><b>Older People</b></p>	
<p><i>Recent achievements</i> Older Persons Network has met five (5) times this year</p> <ul style="list-style-type: none"> <li>• Rehabilitation Programmes at LAC have included AquaRehab and MoveWell.</li> <li>• Rehabilitation classes in early December saw 10 attendees at hydrotherapy rehabilitation classes and 8 attendees in dryland classes.</li> </ul>	<p><i>Priorities for next 2 months:</i></p> <ul style="list-style-type: none"> <li>• Age on the Go Expo Working Group to be established for Expo planning in 2017.</li> <li>• Working Group established to facilitate further discussion regarding “Age-Friendly Cities and Communities” by Older Persons Network. First working group meeting to be held 8 February 2016.</li> <li>• Discussions underway regarding a joint public awareness and communications campaign geared at making the Horowhenua a more “Older Person, Dementia and Disability friendly”. District.</li> <li>• Ageing Well - Wellness Week; including nutrition, exercise, health, illness, and lifestyle information. This will occur from February 20 – 24 at the Levin Aquatics Centre, and the Foxton Aquatics Centre, 2017. This will also mark the re-launch of rehabilitation programmes for the centres.</li> <li>• ACC “balance and fall prevention programme” accreditation is being sought for the new dryland fitness programme (MoveWell).</li> </ul>
<p><b>People with Disabilities</b></p>	
<p><i>Recent achievements</i></p> <p>Disability Sector Leadership Network has met two (2) times this year</p> <p>December meeting focused on disaster preparedness for people with disabilities.</p>	<p><i>Priorities for next 2 months:</i></p> <p>Individual and household Preparedness Packs being prepared for people with a disability.</p> <p>Engagement with disability sector for purpose of coordinating disability sector communication with clients following a Disaster. Preparedness Workshop scheduled for 21<sup>st</sup> February 2016.</p> <p>Literature Review and Consultation commencing on revised Disability Action Plan.</p> <p>Increased promotion of Libraries “Outreach” programme for people with limited mobility.</p>
<p><b>Community</b></p>	
<p><i>Recent achievements</i></p> <p>General admissions to Aquatics</p>	<p><i>Priorities for next 2 months:</i></p> <p>Commence review of Arts, Culture, History and Heritage</p>

<p>(year to date):</p> <ul style="list-style-type: none"> <li>Levin 36,678</li> <li>Foxton 5,780</li> </ul> <p>Fitness Class participation (year to date): 988 aqua class participants 105 Bootcamp attendees 61 Rehabilitation participants</p> <p>Civic Honours (22 November) recognising outstanding voluntary service in the district.</p> <p>19 November for four (4) weeks, "Peace in 10,000 Hands" Stu Robertson photographic exhibition.</p> <p>Armistice Day (11 November) at Levin Cenotaph to mark Armistice Day.</p> <p>21 Supply Company Charter Parade (26 November) at Foxton Eastern Park. The 21<sup>st</sup> Supply Company of the New Zealand Army marched through streets of Foxton followed by a community fun day.</p> <p>Horowhenua Community Service Reference Group first meeting – (Objectives - increase community awareness of Council's community service delivery across district; increase opportunities for community participation in Council delivered services, programmes and events; improve range, reach and relevance of Council community service delivery)</p> <p>New website for Te Takere was launched as planned on 15 December 2016. The new site is a subsite to HDCs, sharing the same platform and capabilities.</p> <p>Local Polynesian Church choirs came together for a Carols Concert 'O Come Let Us Adore Him' on the 21 December 2016 playing to 200 people.</p>	<p>Plan and Vibrant Communities Plan including consideration of whether two separate Plans are necessary.</p> <p>In March there will be a Foxton Aquathon; a showcase of all the aquatics fitness classes on offer.</p> <p>In April there will be a World Health Day promotion focusing on depression and mental health.</p> <p>In May there will be a Mother's Day promotion.</p> <p>19 February a Tea Dance at Te Takere accompanied by Manawatu Jazz Club's MJC Big Band.</p> <p>21 February is a Family History Research Day, when staff and volunteers will be at Te Takere, on hand to help people search databases to find out more about their family heritage.</p> <p>22 February is Men's Hobby Day, during which local hobbyists will display and demonstrate their skills, crafts and projects to the public.</p> <p>26 February is the free monthly Sunday Concert at Te Takere, featuring the Rodger Fox Quintet and vocalist Erna Ferry performing jazz and blues classics.</p> <p>Yoga and Tai chi are still being offered.</p> <p>Volunteer Resource Centre has new Coordinator for Horowhenua resuming in February 2017 from Te Takere.</p> <p>Horowhenua Community Service Reference Group second meeting scheduled for 23 February 2016.</p>
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<p>Christmas trees at branch libraries helped collect hundreds of presents that were distributed to over 450 children who may otherwise have not had anything under the tree this year. ('Fill the Stores' community project).</p> <p>As at 31 January, 1334 people have re-registered for the new Library card.</p> <p>Digital workshops held in January at Te Takere.</p>	
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**COMMUNITY CAPACITY BUILDING**

<p><b>Community Capacity Building</b></p>	<p>As at January 31, 4 Community Capacity and Capability Building workshops/trainings have been held, as follows:</p> <ul style="list-style-type: none"> <li>• Professional Speaking course – September; 15 attendees</li> <li>• Treasurer 101 Training – October; 12 attendees</li> <li>• Secretary Training – November ; 12 attendees</li> <li>• Chairpersons Training - November ; 12 attendees</li> </ul> <p>Workshops/trainings scheduled:</p> <ul style="list-style-type: none"> <li>• St John's First-Aid Refresher Course – 2 February</li> <li>• St Johns Level 1 Course – 3 February</li> <li>• KiwiSport Workshop – 20 February</li> <li>• Public Speaking - 27 February</li> <li>• Social Media – 7 March</li> <li>• Customer Service – 6 April</li> <li>• Team Development – 21 April</li> </ul>
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**COMMUNITY GRANTS AND FUNDING**

<p><b>Vibrant Communities Grant</b></p>	<p>As an initiative of Council's Pride and Vibrancy Action Plan, the Vibrant Communities Grant was introduced in 2015 to support projects that build a sense of vibrancy in the Horowhenua District. Each financial year the Grants and Funding Subcommittee of Council determines the strategic priorities of the fund).</p> <p>This year the Committee elected for the funding to be focused on Placemaking Initiatives. The call for expressions of interests recently closed on 30 January 2017. The Committee has received nine applications and</p>
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	<p>will meet on 7 February to shortlist applicant(s)</p> <ul style="list-style-type: none"> <li>▪ <i>Placemaking is an activity, program or development that will occur within a public space.</i></li> <li>▪ <i>Explore an aspect(s) of the identity of the place the public space is located in – be that a site, neighbourhood, settlement or the district as a whole.</i></li> <li>▪ <i>Attract people’s attention, generate interest, encourage interaction and achieve participation by people who pass the initiative / the public space.</i></li> <li>▪ <i>Are fun, interesting and stimulating for the people who choose to interact with it / participate in it / observe it.</i></li> <li>▪ <i>Use the public space as the environment to provide new, engaging, creative, inspiring and perhaps even quirky experiences.</i></li> <li>▪ <i>Contribute to a sense of community.</i></li> </ul>
<p><b>Community Development Grant</b></p>	<p>The Horowhenua District Council ratified applications in the amount of \$44,122.20 in Round 1. \$887.80 has been transferred for distribution in deliberation of Round 2. Total of \$25,887.80 available for Round 2.</p> <p>Round 2 of the Community Development Grant Fund is now Open. Closing at 5pm on Tuesday 28 February. 2017. The Community Development Grant provides local non-profit organisations with funding for events, projects and operating costs.</p> <p>Funding awarded varies, but the average grant issued is between \$500 and \$3000. Note - The fund usually receives more than three (3) times the applications it can fund.</p>
<p><b>Community Consultation Grant</b></p>	<p>The Horowhenua District Council ratified applications in the amount of \$443.42 in Round 1. \$4,556.58 has been transferred for distribution in deliberation of Round 2 of the Community Consultation Grant. Total of \$9,556.58 available for Round 2.</p> <p>Round 2 open. Closing at 5pm on Tuesday 28 February. The Community Consultation Grant provides funding to resident and ratepayers associations. Applications over \$500 must be from associations that are formally constituted as an Incorporated Society.</p>
<p><b>Creative Communities Grant</b></p>	<p>The Horowhenua District Council administers the Creative Communities NZ Scheme on behalf of Creative New Zealand. \$11828.13 has been allocated to date (of a total of \$27,000 for the financial year) \$1671.85 has been transferred for distribution in deliberation of <i>Round 2 of the Creative Communities Grant</i> Total of \$13,667.85 available</p>

	<p>for Round 2.</p> <p>Round 2 open. Closing at 5pm on Tuesday 28 February. The Creative Communities Grant is a national scheme, funded by Creative New Zealand and administered by local government authorities. It provides arts funding to local groups and individuals. There is no limit to how much can be applied for, but most grants tend to be under \$2,000.</p>
<b>Shannon Community Development Trust</b>	<p>Open. Closing at 5pm on Tuesday 28 February. And, the Shannon Community Development Grant provides financial support to projects that bring benefits to the Shannon community. Groups and individuals can apply for funding. The Grant is governed by the Shannon Community Development Trust and administered by the Council. Individual grants normally range from \$300 to \$2,000.</p>
<b>Rural Halls Grant</b>	<p>Funding round opens May 2017 for 2017/2018 financial year.</p>

*For more information on community funding, please contact Community Development Advisors; Helen Hayes or Joshua Wharton on 06 366 0999 or [helenh@horowhenua.govt.nz](mailto:helenh@horowhenua.govt.nz) or [joshuaw@horowhenua.govt.nz](mailto:joshuaw@horowhenua.govt.nz) For information, criteria and to download application forms for any of the community funding schemes, visit [www.horowhenua.govt.nz/grants](http://www.horowhenua.govt.nz/grants) .*

## Sunsmart Policy Review

### Background:

The Horowhenua District Council recognises that New Zealand has one of the worlds' highest rates of skin cancer. This is due to the high levels of ultraviolet (UV) radiation that are present throughout the year, especially during the summer months. The previous HDC Sunsmart policy had been written in 2001. In the 2015 Long Term Plan, it was required that Council officers review the 2001 Sunsmart Policy, including consideration of its relevance, impact and financial implications on the delivery of Council services and present to Community Wellbeing Executive.

### Aims of HDC review:

- To review the outdated plan, as new information regarding Sunsmart behaviour and skin cancer has emerged.
- To align the expectations of HDC staff and HDC events to national standards/expectations.
- To meet community expectations of HDC run events.
- To provide positive modelling for our community.
- To draw closer to current cancer society recommendations.
- To allow for regular operations to continue within our events sector
- To improve safety of HDC employees working outside in summer months

- To ensure actions taken are fiscally prudent.

### Summary of Content and Changes:

The 2001 Plan's objectives included seeking to increase shade at all sporting/recreation facilities, non-council buildings (private developers), and personal home owners. While HDC continues to promote a Sunsmart message, both in obligations, and through positive modelling; the 2016 / 2017 review considered that HDC does not possess the legal authority to require homeowners, central government agencies' and community organisations to make their buildings/areas more shade-friendly.

The 2001 Plan proposed HDC provide shade in a range of public locations, including footpaths, and bike paths; as well as conduct 'Shade inventories' and 'Shade audits' of all HDC owned facilities. The 2016 / 2017 review considered these steps impractical and financially prohibitive. Consultation with HDC staff suggested a more effective and cost efficient practice is to encourage Sunsmart behaviour (such as wearing a sunhat, sunscreen, and long sleeved clothing for protection).

The 2001 Plan proposed that HDC run events be run outside the hours of 11am-4pm, due to the negative impacts of mid-day sun. The 2001 Policy also stated that HDC should design work schedules so that council workers were not outdoors between the 11am-3pm time period.

Consultation with HDC staff as part of the 2016 / 2017 review considered these steps were also impractical, financially prohibitive and did not take account of either the weather or the nature of the event or the Council role.

In addition, the 2001 Policy also recommended that HDC only approve community grants to recipients carrying out Sunsmart practices. The 2016 / 2017 review considered that, while there are some recipients and services funded for which such a condition would be entirely reasonable (e.g. Foxton and Waitarere Surf Lifesaving Club), it was considered inappropriate in relation to many of the grants that HDC provides for the community.

The New Zealand Cancer Society has been consulted as part of the review of the 2001 Policy.

In the revised 2017 Policy, HDC staff, events management, and other HDC-involved parties are obliged to adhere to revised Sunsmart policy requirement (in a non-punitive fashion), the impact on the public in the revised Policy will be limited to public attending HDC events or at relevant HDC facilities. At HDC events, the Policy requires HDC provide sunscreen and other resources during summer daytime events/ functions, and will positively advocate for a Sunsmart Horowhenua wherever there is a reasonable opportunity to do so.

HDC will also provide reminders to its staff and the general public over the summer season about the dangers of skin cancer and the appropriate precautions recommended by the Cancer Society (i.e. to slip, slop, slap, & wrap).

The revised 2017 HDC Sunsmart Policy is recognised by the Cancer Society and allows HDC to be eligible for receiving support; both through resources such as shade umbrella's, sunhats, stickers, and sunscreen; but also through a valuable public endorsement of our organisation by the Cancer society.

The 2017 Policy will be reviewed at least every three years. The Policy may be reviewed earlier if the scientific community makes further relevant findings, or if the community perception towards the issue of skin cancer changes significantly in the intervening years.

The 2017 Policy is intended as primarily an internal-affecting policy confirming expectations that HDC staff, as well as HDC-run events demonstrate positive Sunsmart behaviour, and contribute to

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decreasing melanoma rates around the district and New Zealand. The obligations under this Policy are intended to be non-coercive and self-initiated. It should not be difficult to implement the new Policy, as the obligations set out in this Policy are already general practice by many HDC staff. Because of this, the public will not necessarily experience significant difference in HDC practices.

It is recommended that the Community Wellbeing Executive endorse the 2017 Sunsmart Policy for Horowhenua District Council (as attached).

## *Attachment One*

DRAFT

### **Horowhenua District Council Sun-Smart Environment Policy 2017**

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The purpose of this Policy is to convey Council's commitment to a sun-smart workplace, and to identify opportunities through which to extend influence into society.

#### **Table of Contents**

#### **1. Introduction**

- 1.1 Policy Objectives
- 1.2 Scope
- 1.3 Guiding Principles

#### **2. Policy Guidelines**

- 2.1 Smokefree Environments
- 2.2 Education and Enforcement
- 2.3 Collaboration

#### **3. Monitoring and Implementation**

#### **1. Introduction**

The purpose of the Sun-Smart Policy is to support Council's commitment to promote positive health outcomes, providing education and equipment intended to be of benefit to HDC staff, and through positive modelling, the wider community.

#### **1.1 Policy Objectives**

The specific objectives of the policy are to:

- Decrease the risk of developing skin cancer due to overexposure to ultraviolet (UV) radiation.
- Practice Sun-Smart behaviour by Council workers, Council-owned locations, and Council-run events.
- To increase community awareness and knowledge about the dangers of sun-burn and the effects of unprotected outdoor activity (particularly in the summer season).
- To decrease economic costs of skin cancer treatment through a preventative approach.

#### **1.2 Scope**



The Policy sets out:

- Council's position and commitment in relation to Sun-Smart staff and facilities.
- Council's position and commitment in relation to Sun-Smart events.
- The nature and extent of Council's advocacy role.
- Recommendations for the implementation of the Policy.
- Council's position and commitment in relation to the Cancer Society's aim of decreasing rates of melanoma in New Zealand.

### **1.3 Guiding Principles**

The principles that underpin the policy are as follows:

- Council should be a positive role-model for the community in terms of being Sun-Smart, and encourage others in community to follow its lead.
- Actions taken in regards to being Sun-Smart at Council-run events should be socially acceptable and supported by Horowhenua's communities.

## **2. Policy Guidelines**

### **2.1 Sun-Smart Council**

In order to prevent melanoma and other dangers of exposure to sunlight and heat without protection; the HDC offices and all associated workplaces will:

- Educate staff toward the risk of skin cancer in New Zealand, where UV radiation is particularly harsh.
- Provide monthly reminders to staff from September to April to be Sun-Smart, with tips on how to do so.
- Provide staff with sunscreen upon commencement of work at the company, and have free sunscreen available for anyone going out in community.
- Provide hats to be worn, and information relating to the prevention of melanoma for staff working outdoors (such as road wardens, and infrastructure services).
- Provide shade at all HDC events, at a reasonable location.
- Provide sunscreen at all HDC events, and encourage its use.
- Encourage the public to also engage in Sun-Smart behaviour, and distribute Sun-Smart resources where appropriate.
- Require staff to bring sunhats and water bottles to summer events.

### **2.2 Education and Enforcement**

- The successful application of this policy will require not only an action oriented change towards providing safety equipment and attire, but also a changed perception through education and communication with staff.
- The Policy is educational and will be self-policing; supported by persuasion and peer-encouragement rather than punitive enforcement.

- Individuals who are not displaying Sun-Smart behaviour may be reminded of their obligation to be positive role-models in community.

### **2.3 Collaboration**

- Where practical, HDC will look to collaborate with the Cancer Society in creating Sun-Smart measures & utilizing resources for continued development of policy, and progress toward a more aware community.
- HDC will look to work with local businesses and health organisations, providing information when needed, and communicating about shared health objectives.

### **3. Monitoring and Implementation**

Horowhenua District Council will work with the Community Services team to ensure that all Council run events are Sun-Smart, and with infrastructure services, as well as Parks & recreation to ensure all outdoor workers are provided with relevant information and equipment to ensure their safety.

Correspondence with local health providers and the Cancer Society, as well as various community groups will continue to guide the implementation and development of the Policy as deemed necessary.

The Policy will be reviewed every three years, or at the request of Council, or in response to changed legislative and statutory requirements at a local, regional, or national level, or in response to any future-arising issues.