



## **Council Community Outcomes and Long Term Council Community Plans (LTCCPs)**

### **Areas of Special Interest to Waitemata DHB**

This document has been prepared by Waitemata DHB to provide input to Councils' Community Outcomes and LTCCP planning processes. It is intended to outline the rationale and basis, from the DHB's perspective, for working together, with the community, community groups and other agencies, and to identify areas where the interests and activities of the DHB and Councils might coincide.

Note: In addition to providing services itself, Waitemata DHB funds and works with other providers and funders of health and disability services. Other health organisations whose interests are especially closely aligned with those of Waitemata DHB and Councils in promoting healthy communities and individual wellbeing are Primary Health Organisations (PHOs) and the Auckland Regional Public Health Service (ARPHS).

#### **Introduction**

Waitemata DHB and Councils share the same constituents and have a common mandate to serve the community's interests and to maintain and enhance their well being.

#### **Determinants of Health**

Physical and mental health are key components of "community health and well being".

There is a very strong link between health and

- poverty, income, deprivation
- employment
- education
- housing
- social cohesion and family/community development.

Waitemata DHB and Councils have important roles to advocate for and participate in inter-sectoral activities in order to improve outcomes in all of these areas.

#### **Themes/Principles**

In addition to identifying **what** things local councils and central agencies need to work on together, with their communities, Waitemata DHB believes it is helpful to identify themes (or principles) which establish **how we do things together** and how the wider system should look and operate. Ultimately, these themes reflect values. Themes could include:

Recognising and responding to diversity, especially ethnic and cultural diversity and recognising the needs of people with disabilities. Also need to be aware of different geographic communities of interest and the need for locality (place) based involvement and planning.

Addressing inequalities so that all groups have similar opportunities to enjoy good outcomes. Services should be responsive and targeted to those with the greatest needs.

Sustainable development - taking a long-term view, encouraging participation and partnership, and taking into account the effects of our decisions on social, economic, environmental and cultural wellbeing.

Wellness and Responsibility – promoting and supporting individual and community responsibility for maintaining wellness.

Community involvement and a consumer and family/whanau focus - enables us to understand different points of view, share information and expertise, make better decisions, and combine efforts and resources to work more efficiently and to achieve better outcomes.

Providing and facilitating leadership and innovation.

## **Areas of Special Interest for Inter-sectoral / Community Based Approaches**

### Healthy Lifestyles

The major causes of poor health have shifted, over the last couple of decades, from infectious to chronic diseases (eg heart disease, diabetes and respiratory illnesses). Chronic diseases are strongly linked to lifestyle factors, especially obesity, smoking, exercise and nutrition. Moving to more health lifestyle behaviours requires a concerted effort involving individuals, families, communities, and a range of agencies. Councils have a key role as a change agent, co-ordinator/facilitator, and directly in relation to functions such as urban design, recreation and transport.

### Children and Young People

Children are our future investment. The very early years of development, as a child, significantly determine and shape each person's life. There needs to be a greater focus and better co-ordination among all social agencies and Council to ensure that all children have the opportunity to realise their potential and develop into healthy, contributing members of society.

Building on multi-agency approaches. Early intervention programmes accessible through different channels.

### Social cohesion, community development

People with strong family, cultural and community ties have better health than people who are socially isolated. A sense of community can be developed by creating opportunities for community involvement, such as physical and cultural recreational activities, and also participation in local decision-making. Special measures may be required to enable minorities, such as disabled people and new settlers, to feel they are welcome to participate and their contribution is valued.

### Transport

Enhancing public transport and roading to facilitate access to services.

Promoting alternative means of transport which reduce reliance on cars and encourage increased physical activities e.g. provision of cycle lanes, cycle ways, walking paths, walking school buses and green spaces (within urban development).

Extending the idea of developing "Transport Plans" for schools to other major facilities, including health facilities.

### Housing

Promoting healthy housing projects, particularly for families with children, that have links to health and social/community services (note linkages to urban design).

Encouraging insulation of all non-insulation homes.

Reducing overcrowding (linkage with Northcote project).

Joint planning for special needs housing.

### Approaches to intersectoral innovation

Developing relationships and having opportunities to understand each other's responsibilities and priorities and know where they intersect.

Linking strategic projects in health to the relevant intersectoral agencies.

Many major non-health initiatives will have flow on effects into health and consideration should be given to undertaking health impact assessments as part of the development of major strategic initiatives outside the health sector.

Sharing and Diffusion of Information

Engaging and working together from the formative stages of needs assessment and identification of community outcomes through planned actions to evaluation and research. This should include shared learning and modelling and joint communication activities.

Core Council Activities

Waitemata DHB needs to be aware of and making contributions to Council initiatives that affect health – eg environmental protection (water, pollution), transport, food hygiene.

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18-20 AUGUST 2005  
WELLINGTON CONVENTION CENTRE  
WELLINGTON

# URBANISM DOWN UNDER

CREATIVE URBAN FUTURES

# wellington 2005



urbanism  
down under  
2005



## THE TIME IS FOR REGISTRATION

CONFERENCE PROGRAMME THAT WILL CHALLENGE AND GALVANISE THINKING FOR ALL WHO HAVE ROLES IN CREATING OUR SHARED URBAN FUTURE.

IN NEW ZEALAND'S YEAR OF THE BUILT ENVIRONMENT 2005 (YBE05), THE IMPORTANCE OF THE URBAN ENVIRONMENT IS HIGHLY TOPICAL.

THE CONFERENCE WILL CHALLENGE AND GALVANISE THINKING FOR ALL WHO HAVE ROLES IN CREATING OUR SHARED URBAN FUTURE. IT BRINGS TOGETHER AN EXCITING RANGE OF SPEAKERS WHO WILL CHALLENGE AND DEBATE KEY ISSUES AS THEY RELATE TO THE 21ST CENTURY. A PARTICULAR STRENGTH OF THE CONFERENCE WILL BE THE INCLUSION OF THE MANY COMPONENT TOPICS ASSOCIATED WITH URBANISM.

Conference proceedings this year in Wellington will benefit from the elevated interest in the urban environment of the New Zealand Government, including the recent creation of a national Urban Affairs portfolio and the release of the New Zealand Urban Design Protocol.

A number of YBE05 initiatives will coincide with the conference, including an arts exhibition, a state housing design competition 'Housing New Zealanders 100 Years On', and continuing professional development workshops in urban design.

The conference will take place at the Wellington Convention Centre, in the heart of Wellington's Civic Square. The square is a key gateway to Wellington's magnificent harbour and waterfront promenade, and is close to central city shopping, entertainment, cafe and financial districts. It is also easy walking distance to Te Papa (national museum) and the city's beautiful parks and gardens.

Visit [www.wellington.govt.nz/portals/visit.html](http://www.wellington.govt.nz/portals/visit.html) for more information on Wellington.

Hosts include:



Environment



Victoria



A4



## CONFIRMED SPEAKERS

The following list is provisional, and will be confirmed by 25 May.

**Ian Bentley, Professor, Oxford Brookes University, UK.**

Prof. Bentley is Director of OBU's Urban Regeneration Agency, and has written a number of books, including co-author of *Responsive Environments* (1985), and *Urban Transformations: Power, People and Urban Design* (1999). He will speak about responsive environments 20 years on.

**Peter Bosselman, Professor of Urban Design, University of California at Berkeley, US.**

Prof. Bosselman is the highly regarded Director of UCB's Environmental Simulation Laboratory, set up by the National Science Foundation to aid public communication of large scale planning and design proposals. The Berkeley simulation work has led to sister laboratories being set up in New York City and Tokyo.

**Catherin Bull, Elisabeth Murdoch Professor of Landscape Architecture, University of Melbourne, Australia**

Prof. Bull has 30 years experience in landscape architectural practice in Australia and Asia, and as an academic. She is frequently involved in design reviews of major projects, and as a national and state juror for competitions and awards programmes.

**John Byrne, Adjunct Professor in Urban Design, Queensland University of Technology, Australia**

Since 1991, John Byrne's design leadership has had a substantial impact on the liveability, effectiveness and community acceptance of social and affordable housing in Queensland through his role as Director, Urban Design and Planning for the Queensland Department of Housing. He was also centrally involved in the multi-award-winning Kelvin Grove Urban Village project, and is a leading advocate for urban design through the Urban Design Alliance and other professional groups. He will speak on urban design and public policy.

**Ray Cole, Professor of Architecture, University of British Columbia, Canada.**

Prof. Cole heads the Environmental Research Group at the UBC's School of Architecture where he has taught for the past 26 years, and has served on numerous national and international committees relating to buildings. In 2003, he received the US Green Building Council's Green Public Service Leadership Award, and was recently elected as a UBC Distinguished Professor for his outstanding contributions to environmental research and teaching.

**Hank Dittmar, CEO, The Prince's Foundation for the Built Environment, UK**

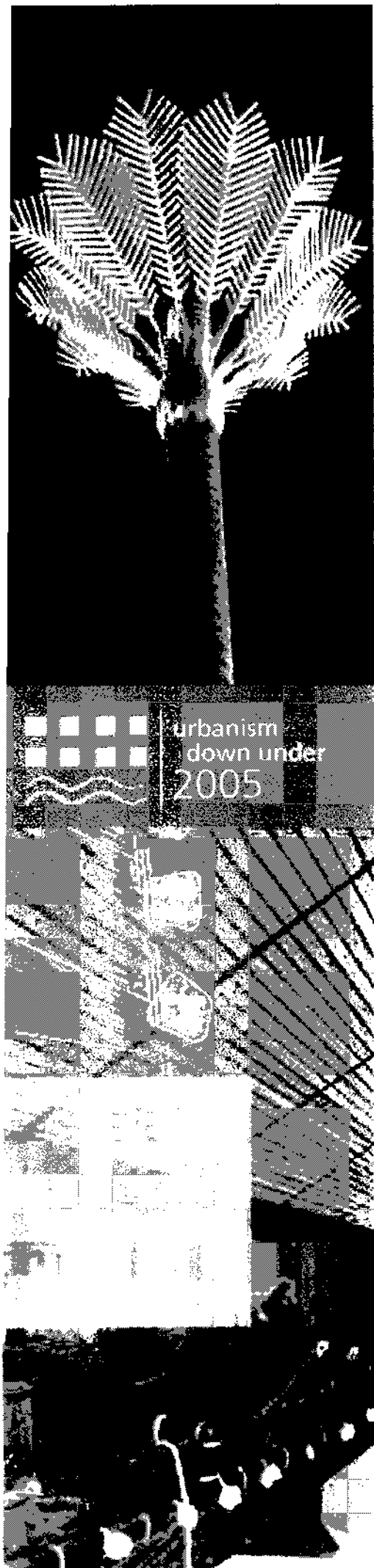
US-born Dittmar is a specialist in public transport-led development. He was President /CEO of Reconnecting America, a non-governmental organisation, which seeks to integrate transport systems with local communities. He continues to chair the Congress for New Urbanism, a US-based body that campaigns for walkable towns and cities, and attractive civic spaces. He will speak about "Learning from One Another: The International Dialogue on Urbanism for the New Century".

**Francine Houbern, Director, Mecanoo Architects and Professor at Delft University of Technology, Delft, Netherlands**

Prof. Houbern was director/curator of the First International Architecture Biennial Rotterdam 2003 with the theme 'Mobility, a Room with a View', which was devoted to encouraging an international dialogue on mobility in design and architecture.

**Stephen Thorne, Managing Director, Design Urban Pty Ltd, Melbourne, Australia**

Steve Thorne has worked as an architect and urban designer in Australia, the UK, South Africa and the Czech Republic. He was the director of the Victoria State urban design unit but resigned to become design director - implementation for Tullimbar New Town for 5000 people, which is being hailed as the blueprint for sustainable planning in 21st century Australia.



## CONFERENCE PRESENTATIONS

A further 60 presenters will cover a wide range of topics - from the detailed through to the more strategic - that reflect the complexity of the urban environment. Presenters include New Zealand, Australian, European and US practitioners, developers and academics. There will be case studies on new towns, inner city heritage revitalisation, and public space upgrades. Other topics include city greening, walkability of cities, local identity and sense of place, housing for indigenous communities, transit projects, city and regional strategies, and integrating green building options.

## CONFERENCE PROGRAMME

Keynote speakers will begin proceedings on most days, followed by a choice of up to four parallel sessions relating to set themes. There will also be a number of interactive sessions looking at specific projects in more detail as well as a series of walking tours to view key aspects of the city. The first evening will combine the announcement of the winners of a state housing design competition 'Housing New Zealanders 100 Years On', and cocktails. Friday night will be the main conference dinner. The final day will conclude with a plenary session, to debate the complex issues relating to the urban environment.

A range of pre- and post-conference tours and activities are available. These include bus excursions around Wellington and to the wine region of Wairarapa, trips to the main film locations of the Lord of the Rings trilogy, as well as guided walking tours, mountain biking trips and dining on Wellington harbour.

## TO REGISTER

The registration form is available on the conference website,

[www.wcc.govt.nz/urbanism](http://www.wcc.govt.nz/urbanism)

Either register online, or print and send it in to our conference organisers:

Convention Management Services Ltd

PO Box 24329 Manners Street

Wellington NEW ZEALAND

Email: [udu05@cmsl.co.nz](mailto:udu05@cmsl.co.nz)

## FOR THE PROGRAMME

### KEY DATES

|                                   |                   |
|-----------------------------------|-------------------|
| Delegate registration open online | 30 April 2005     |
| Early bird registration closes    | 17 June 2005      |
| Conference                        | 18-20 August 2005 |

### CONFERENCE ENQUIRIES

Please contact Gerald Blunt, at 64-4-801-3758, or email at [udu05@wcc.govt.nz](mailto:udu05@wcc.govt.nz)

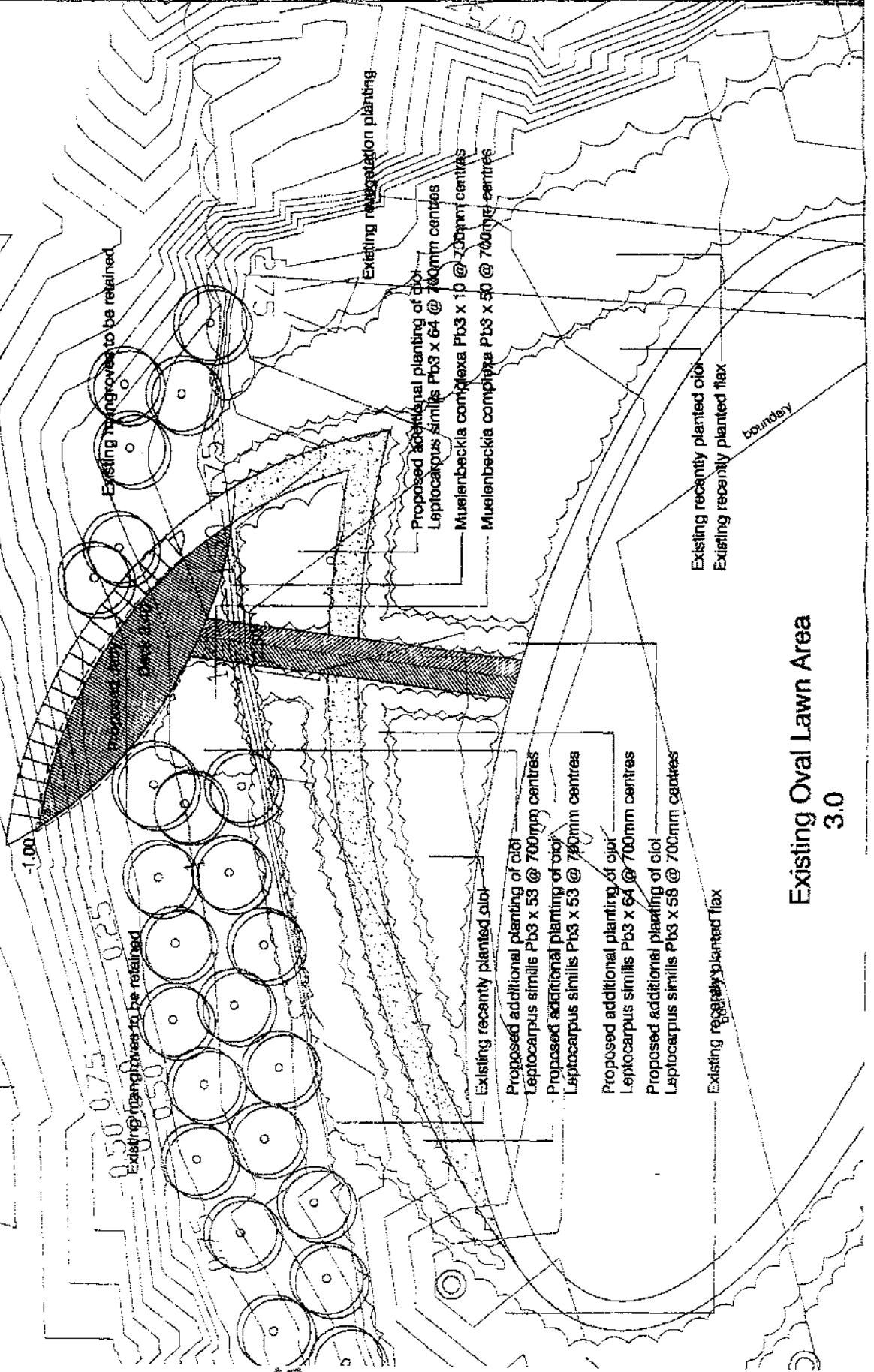
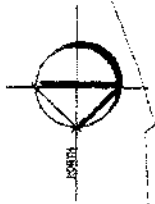
### REGISTRATION FEES

Registration fees are in New Zealand dollars and are inclusive of GST at 12.5%

|                         |          |
|-------------------------|----------|
| Early bird registration | \$562.50 |
| Late registration       | \$675.00 |
| Student rate            | \$281.25 |
| Day rate                | \$240.00 |
| Conference dinner       | \$100.00 |

*Please note that we will finalise this provisional registration information by May 25.*

# HENDERSON CREEK



Existing mangroves to be retained.

Existing mangroves to be retained

Existing revegetation planting

Proposed additional planting of *Leptocarpus similis* P<sub>63</sub> x 64 @ 700mm centres

*Muehlenbeckia complexa* P<sub>63</sub> x 10 @ 700mm centres  
*Muehlenbeckia complexa* P<sub>63</sub> x 50 @ 700mm centres

Existing recently planted *Leptocarpus similis*

Proposed additional planting of *Leptocarpus similis* P<sub>63</sub> x 53 @ 700mm centres

Proposed additional planting of *Leptocarpus similis* P<sub>63</sub> x 53 @ 700mm centres

Proposed additional planting of *Leptocarpus similis* P<sub>63</sub> x 64 @ 700mm centres

Proposed additional planting of *Leptocarpus similis* P<sub>63</sub> x 58 @ 700mm centres

Existing recently planted flax

Existing recently planted *Leptocarpus similis*  
 Existing recently planted flax

boundary

Existing Oval Lawn Area  
 3.0

- NOTES**
1. Conditions to apply at construction are to be noted on the construction work.
  2. Contractors are responsible for ensuring the location of all proposed trees are as shown on this plan and to retain any trees.
  3. All proposed trees to be shown in this plan to be retained.
  4. All proposed trees to be shown in this plan to be retained.
  5. All proposed trees to be shown in this plan to be retained.

**REVISIONS**

| NO. | DATE     | DESCRIPTION      |
|-----|----------|------------------|
| 1   | 02/02/05 | FOR CONSULTATION |

**BOFFA MISKELL**  
 planning • design • ecology

WAIKARE CITY  
 WAITAKERE SPORTS  
 COMPLEX  
 JETTY

Planting Plan

Scale: 1:500 (AS1:1000) (A)  
 Date: 02/02/05  
 Drawing No: 030138-002





## **Henderson Creek Kayaking Proposal**

**Presented by**

**Outdoor Discoveries Ltd**

**March 2005**



# Henderson Creek Kayaking Proposal

## CONTENTS

1. Outdoor Discoveries – Background
2. Risk Management
3. Henderson Creek Kayaking Opportunities
4. Facilities Required at Tui Glen
5. Requirements of Waitakere City Council
6. Proposed Start Date

## Appendices

1. Risk Analysis and Management System
2. Map

## **1. Outdoor Discoveries - Background**

Outdoor Discoveries Ltd is an outdoor pursuits company, based in Kelston, Waitakere City.

The company was formed in 1995 and has grown from providing guided sea kayaking tours in the Auckland area to being able to offer a wide product range including outdoor instruction, abseiling, caving, corporate team building and overseas adventure trips.

Enabling school and community groups to participate in outdoor activities has always been an important part of the company's operation.

Our staff hold national qualifications and are professional instructors in a number of outdoor pursuits as well as extensive first aid qualifications.



## **2. Risk Management**

Outdoor Discoveries has an impeccable track record of safe operation since its inception.

We have a comprehensive Safety and Operations plan for the business that encompasses kayaking on Henderson Creek also. (Please contact Outdoor Discoveries if a copy of our full Safety and Operations Plan is required).

Staff employed to run the operation will be suitable qualified both in kayaking and first aid.

A fully maintained first aid kit will remain on-site whenever kayaking is being held.

A Risk Management and Safety Plan specifically for kayaking on Henderson Creek is supplied in Appendix 1.



### **3. Henderson Creek Kayaking Opportunities**

The Henderson Creek location is ideal for school and community groups to explore, enjoy and learn about the local waterways and surroundings.

Outdoor Discoveries envisages kayaking trips on the creek for a diverse customer base, such as:

- Educational trips for school groups
- School holiday programmes
- Local community groups
- Freedom kayak rental

The ideal location for commencing trips would be Tui Glen. This allows for exploration of the upper Henderson Creek environment and down to the motorway bridge (see Appendix 2).

The environment, combined with knowledge and support from Waitakere City Council and kayaking expertise from Outdoor Discoveries, lends itself to educational and community programmes such as:

- Water and kayak skills
- Environmental awareness
- Creek clean-ups
- "Adopt a stream" programmes
- Historical facts and aspects
- Nature studies (estuaries, water run-off, etc.)

We envisage developing and incorporating these aspects into kayaking trips on Henderson Creek (depending on the group involved).

There are many resources available that have been specifically developed to tie directly back to the school curriculum.

In order to ensure that safety, educational and environmental aspects are fully integrated in the experience, a group size of 30 individuals maximum (in a mixture of single and double kayaks) would be optimal.

#### 4. Facilities Required at Tui Glen

Ultimately Outdoor Discoveries would like to have a base at Tui Glen for this proposed kayak operation. We believe a continued presence and usage of the reserve will assist in bringing more people to the area, will help deter vandalism and will promote Tui Glen as a nice reserve to visit.

The following facilities will be required at Tui Glen to operate a kayaking enterprise:

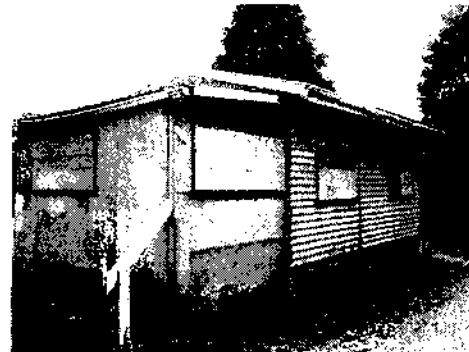
##### **Gear Storage Facility**

In the short-term we will be able to utilise a trailer to transport equipment to and from Tui Glen however, longer-term we will need to store equipment on-site.

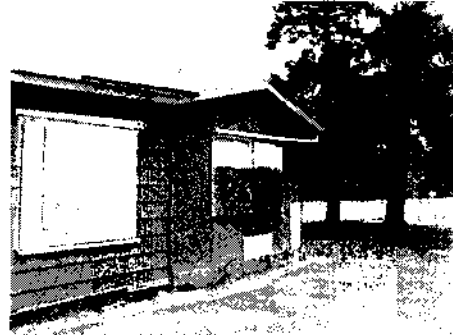
Any structure utilised would be for storage of equipment only. There will be no visible signage on the structure.

We have identified three possible structures at Tui Glen that would meet the requirements. These are, in order of preference;

1. The tan building on the left as you enter Tui Glen (adjacent to the renovated house)
2. The tan building next to the toilet block



3. The green building to the far end of the toilet block



Outdoor Discoveries would undertake to outfit the inside of the building to store kayaks and equipment plus paint the exterior. Outdoor Discoveries would also undertake to maintain the building to a standard suitable for kayak storage.

### **Toilet and Changing Facilities**

We are anticipating having up to 30 clients at Tui Glen at one time. These groups will require changing and toilet facilities.

The existing toilet block would be ideal for this but would need to be upgraded or other alternatives sought.

Outdoor Discoveries is aware of the vandalism issues around opening such a facility within Tui Glen in it's current existence. One solution would be to provide Outdoor Discoveries with a key for the toilet block which would remain locked when we are not on-site.

### **Signage**

We request the approval for placing a permanent sign at the corner of Edmonton Road and Claude Brooks Drive on the existing sign post.



At Tui Glen we will utilise two moveable sandwich boards to indicate directions to the kayaks.

## **5. Requirements of Waitakere City Council**

### **Facilities**

- Approval for usage of building at Tui Glen
- Provision of changing and toilet facilities at Tui Glen or suitable alternatives
- Approval for permanent signage on corner of Edmonton Road and Claude Brooks Drive
- Approval for use of sandwich board signs at Tui Glen

### **Access**

We will require an approved permit to operate the venture at Tui Glen and on Henderson Creek.

### **Promotion**

We believe that the proposed operation fits well into the council's Leisure Strategy, specifically:

- The enjoyment of life and leisure that comes from taking part in fun activities which build self-confidence, skills, physical health or fitness;
- Opportunities for outdoor recreation in our abundant green natural settings;
- A sense of belonging, 'community' and City identity

To make this a successful operation we seek the council's assistance in the promotion of the venture.

We see both the creek's reputation as full of 'rubbish' and Tui Glen's poor reputation as two key misperceptions to overcome in 'selling' the venture to local schools and community groups.

To this end, we seek promotional assistance, in particular;

- Promotion on the council's website
- Knowledge of the venture at the council's call centre
- Display of brochures at council facilities

We also seek any opportunities that may exist in terms of promoting the venture through council events and facilities such as;

- Opening days of jetties
- 'Have a go' days
- Assisting with initial liaising with West Wave, Trusts Stadium and Sport Waitakere
- Any other suitable forum

**6. Proposed Start Date**

We are looking to commence the venture over the winter of 2005 with a small number of trips happening over the winter period and envisaging being fully operational by November 2005.



# Appendix 1

## RISK ANALYSIS & MANAGEMENT SYSTEM

NAME: OUTDOOR DISCOVERIES DATE: March 2005

ACTIVITY / SITUATION: Kayaking on Henderson Creek

| Analysis  | Description  |  |  |
|---|--|--|--|
| <p><b>UNDESIREDEVENTS:</b><br/>Accident, injury, other forms of damage.</p> | <ol style="list-style-type: none"> <li>1. Injury / death</li> <li>2. Hypothermia</li> <li>3. Hyperthermia</li> <li>4. Heavy fatigue</li> <li>5. Group lost/separated</li> </ol>  | <ol style="list-style-type: none"> <li>6. Fear</li> <li>7. Negative experience</li> <li>8. Capsize</li> <li>9. Medical emergency (pre-existing)</li> <li>10. Damaged equipment</li> </ol>  | <ol style="list-style-type: none"> <li>11. Damage to environment</li> </ol>  |
| <p><b>CAUSALFACTORS</b></p>   | <p style="text-align: center;"><b>People</b></p> <ol style="list-style-type: none"> <li>1. Non-swimmer</li> <li>1,5,6,7,8,10,11. Poor instruction/briefing</li> <li>1. No 1st Aid knowledge</li> <li>3. Inadequate hydration</li> <li>4. Trip too long / no breaks</li> <li>4. Poor fitness level</li> <li>5. Poor group control</li> <li>5. Group member not able to understand guide</li> <li>5. Trip plan not communicated to group</li> <li>5. Leader / participant ratio too high</li> <li>5. Inadequate knowledge of area</li> <li>6,7. Other people's fears, perceived risks high</li> <li>9. Non-communication of relevant pre-existing medical conditions</li> <li>10. Poor briefing / group control</li> </ol> | <p style="text-align: center;"><b>Equipment</b></p> <ol style="list-style-type: none"> <li>1. Damaged equipment (especially rescue equipment)</li> <li>1. No/ inadequate 1st Aid kit</li> <li>2. Improper/inadequate clothing</li> <li>4. Equipment not suitable to paddler</li> <li>6,8. Kayaks not suitable for conditions</li> <li>9. Personal medication not brought/available</li> <li>11. No adherence to Environmental Care Code</li> </ol> | <p style="text-align: center;"><b>Environment</b></p> <ol style="list-style-type: none"> <li>1,6,7,8,10,11. Poor weather conditions</li> <li>1. Sunburn</li> <li>1,4,5,7,8. Inadequate knowledge of area</li> <li>2. Weather too cold</li> <li>3. Weather too hot</li> <li>4,6,7,8. Trip/conditions not matched to group</li> <li>9. Allergies (season/area)</li> <li>9. Bee stings</li> <li>1,7. Client slips on slippery area</li> </ol> |

|   |   |   |   |   |
|---|---|---|---|---|
| <b>RISK<br/>MANAGEMENT<br/>STRATEGIES</b> | <b>N<br/>O<br/>R<br/>M<br/>A<br/>L<br/><br/>O<br/>P<br/>E<br/>R<br/>A<br/>T<br/>I<br/>O<br/>N</b> | <p>1. Ensure clients are water confident<br/>1,5,6,7,8,10,11. Provide adequate briefing and instruction<br/>1,2,3,9. Guides have 1st Aid qualifications/experience<br/>4. Regular breaks, / appropriate pace to group / length of trip appropriate to group<br/>5. Maximum guide:client ratio 1:12<br/>5. Maximum guide:kayak ratio 1:8 (lower in poor conditions)<br/>5. Ensure all briefings and instructions understood by all group<br/>6,7. Communicate risks where appropriate<br/>9. Poll clients re. relevant pre-existing medical conditions</p> | <p>1. Carry out regular maintenance / replacement on all equipment<br/>1. Maintain and carry full Group 1st Aid kit<br/>1,2,3,5,8,9. Carry cell phone<br/>4. Match equipment to client<br/>2,5,8,10. Guide has adequate skill and knowledge to perform rescues in the event of any type of on the water emergency<br/>6,8. Ensure equipment / kayaks match conditions and clients<br/>9. Ensure necessary medication brought and accessible<br/>10. Brief group on how to care for equipment<br/>11. Explain relevant points of Environmental Care Code</p> | <p>1,2,3,4,5,6,7,8,10,11. Check weather conditions and have knowledge of affect of weather on area - IF IN DOUBT = DON'T GO OUT<br/>1,4,5,7,8. Guides have intimate knowledge of area (both physical and natural)<br/><br/>9. Medical equipment to counter environmental hazards (allergies, bee stings)<br/><br/>1,7. Warn, and where possible, reduce risk of slipping on slippery ground<br/><br/>1. Have sunblock available</p> |
|   | <b>E<br/>M<br/>E<br/>R<br/>G<br/>E<br/>N<br/>C<br/>Y</b>  | <p>Kayak rescue skills<br/>1st Aid kit and training<br/>Survival gear<br/>Group controlled during emergency including removal of further risks<br/>Cell phone utilised<br/>Debrief emergency</p>  |   |   |

|   |  |
|---|--|
| <p style="text-align: center;"><b>RELEVANT<br/>INDUSTRY<br/>STANDARDS<br/>APPLICABLE</b></p>  | <ul style="list-style-type: none"> <li>• SKOANZ - Code of Practice for Sea Kayak Operators</li> <li>• SKOANZ - Level 1 Sea Kayak Guide</li> <li>• NZOIA Syllabus - Flat Water Kayaking Award / White Water Awards</li> <li>• Coast Guard Day Skipper and Boat Master Courses</li> <li>• Current First Aid Qualification - Mountain Safety Council, Advanced Emergency Medical Technician, Pre-Hospital Emergency Care</li> </ul> |
| <p style="text-align: center;"><b>POLICIES AND<br/>GUIDELINES<br/>RECOMMENDED</b></p>         | <ol style="list-style-type: none"> <li>1. Guide:kayak ratios never to exceed 1:8</li> <li>2. Weather - if in doubt, don't go out</li> <li>3. In depth briefing and instruction given prior to departure</li> </ol>   |
| <p style="text-align: center;"><b>SKILLS<br/>REQUIRED BY<br/>STAFF</b></p>                    | <ol style="list-style-type: none"> <li>1. Qualified to NZOIA Flat Water Kayak; <b>or</b>,</li> <li>2. Qualified by experience and competence (but no less than 20 personal days); <b>and</b>,</li> <li>3. Hold a current first aid qualification.</li> </ol>   |
| <p style="text-align: center;"><b>FINAL<br/>DECISION ON<br/>IMPLEMENTING<br/>ACTIVITY</b></p> | <p style="text-align: center;"><b>Choose One</b></p> <hr/> <p>[ <b>Accept</b> ] <span style="float: right;">[ <b>Reject</b> ]</span></p> <p><b>Comments:</b></p>   |

Appendix 2

