

Minutes – Wednesday 9 December

Meeting Details

Members in Attendance	MBIE: Peter Crabtree (chair), Simon Rae, Prue Williams	MFAT: David Taylor
	MOH: Maree Roberts, John Whaanga, Chris James (Medsafe)	PHARMAC: Lisa Williams
	Treasury: Rachael Wookey	DPMC: Sasha O’Dea, Joey Shannon
	STAG: Ian Town, David Murdoch, James Ussher	
Additional attendees	MBIE: Karl Ferguson, Poppy Haynes, Alastair Mackay, Stephanie Symynuk, Zachary Clarke, MFAT: Glenys Karran, MOH: Allison Bennett, Kelvin Watson, Wendy Illingworth, PHARMAC: Andrew Oliver	
Apologies	Treasury: Jess Hewat, Hannah Lobb, DPMC: Arati Waldegrave	

Action Points

1 Welcome and review of Actions

- Combine actions on *Medium term strategy* and *1st quarter plan* into “*Update Transition Plan*”
- AGREED: Next meeting to be early February 2021
- ACTION: Peter to arrange a letter to be produced re Sputnik Vaccine.

2 Options for clinical trial / long-term monitoring in NZ

- AGREED: The working group further scope the proposed priorities for vaccine monitoring.

3 VAANZ update

- No Action.

4 Taskforce Transition Plan

- ACTION: Simon to arrange for the creation of a formal Handover Document that clearly spells out for each functional area the remaining work, RASCI, Timing, resourcing and so on. To be signed off by DG Health and Taskforce Lead,
- ACTION: Simon to meet Ian, Allison and Chriselle to agree plan for Science Advice.
- ACTION: Simon to meet Poppy and Kelvin to agree plan for Contract Management.
- ACTION: Simon to prepare a budget summary.

5 Programme status update

- ACTION: Add a section for the Pacific
- ACTION: Allison to circulate the paper on the number of courses to deliver full population coverage for NZ and Polynesia.
- NOTED: All three cabinet papers were agreed on Monday and the *Starburst* APA was being signed by Ministers – great work by the team.

6 Immunisation Strategy and approach update

- No Action

7 Communications and stakeholder update

- No Action

8 COVAX and International

- No Action

9 Update on vaccine candidate engagement

- NOTED: Tight timeframes for *Nutella* signoff and the need to get to Ministers Friday morning.

RELEASED UNDER THE
OFFICIAL INFORMATION ACT