



30 September 2022

Sebastian
fyi-request-17765-df9fda52@requests.fyi.org.nz

Ref: OIA-2021/22-1549

Dear Sebastian

Official Information Act request for the COVID-19 Chief Executive Board and National Response Leadership Team meeting minutes

Thank you for your Official Information Act 1982 (the Act) request received on 28 July 2022. You requested:

Copies of the minutes of all COVID-19 Chief Executive Board meetings held since 24 November 2021
Copies of the minutes of all National Response Leadership Team meetings held since 29 November 2021

The time frame for responding to your request was extended under section 15A of the Act by 30 working days because of the consultations needed before a decision could be made on the request. Following this extension, I am now in a position to respond.

Information being released

I have decided to release the relevant parts of the documents listed below, subject to information being withheld as noted.

Item	Document Description/Subject	Dates
1.	COVID-19 Chief Executive Board Meeting Minutes (CCB Minutes)	24 November 2021 – 28 July 2022
2.	National Response Leadership Team Meeting Minutes (NRLT Minutes)	29 November 2021 – 28 July 2022

Please note that the NRLT Minutes were not formally approved by the NRLT members. The minutes were drafted as an informal capture of the discussion to enable a set of key actions out of each meeting. The CCB Minutes were approved by CCB members.

The relevant grounds under which information has been withheld are:

1. section 9(2)(c), to avoid prejudice to measures protecting the health or safety of members of the public
2. section 9(2)(f)(iv), to maintain the confidentiality of advice tendered by or to Ministers and officials
3. section 9(2)(g)(i), to maintain the effective conduct of public affairs through the free and frank expression of opinion
4. section 9(2)(h), to maintain legal professional privilege.

In making my decision, I have taken the public interest considerations in section 9(1) of the Act into account.

This response will be published on the Department of the Prime Minister and Cabinet's website during our regular publication cycle. Typically, information is released monthly, or as otherwise determined. Your personal information including name and contact details will be removed for publication.

You have the right to ask the Ombudsman to investigate and review my decision under section 28(3) of the Act.

Yours sincerely



Ruth Fairhall

**Deputy Chief Executive
COVID-19 Response Group**