

## DRAFT ELT Meeting Minutes

<b>Date &amp; time</b>	14 February 2022, 0900-1200
<b>Location</b>	GF.08, Microsoft Teams Meeting
<b>In attendance</b>	Mark Sowden (Chair), Catherine Morrison (minute taker), Kate Satterthwaite (observer as Senior Manager External & Government Relations), Simon Mason, Terry McCaul, Christy Law, Craig Jones, Rachael Milicich, Lyndsey Dance, Rhonda Paku, Vince Galvin
<b>Apologies</b>	

#	Agenda item
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**Item 2**      **Confidential: Vaccination Mandate**  
Led by Terry McCaul, Melisa Kappely

Paper taken as **read**.

*Melisa Kappely (Chief People Officer) joined the meeting at 0940am*

**Summary of discussion**

Paper summarised update on consultation for vaccine mandate. In terms of consultation 64% were in favour whilst 34% not in favour for the vaccine mandate. Reached out to appropriately 1300 staff to gather feedback.

Have gone through submissions in detail.

In general, staff were in favour of mandating the vaccination, feedback was that people would feel a lot safer if vaccinations have been mandated in office.

Those who were against, it was more around the risk and severity of people losing their jobs of the vaccination mandate.

There was feedback on concerns around the risk assessment being focused more on Delta variant rather than Omicron variant. That was mainly due to Ministry of Health not having updated advice or guidance in terms of transmission rates and other information when consultation begun.

Have updated risk assessment, although more controls will be coming in place, does not change the fact we'd be looking at vaccinations and boosters going forward for the risk assessment.

Requested for staff to provide their vaccination status voluntary. Over 870 staff entered their status, of those 7 staff who have indicated they're unvaccinated still do not wish to disclose

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this information, whilst remainder 470 staff have not updated their status. Have reviewed over 100 pages of feedback on an individual basis.

### Questions

Were PSA consulted?

- CPO advised this was released to PSA earlier before proceeding with consultation. Only responded with 'we support vaccinations. In essence, PSA have taken a central approach therefore neither encourage nor deny mandates.

How does Stats support Senior Managers in making decisions?

- We need to provide support around Senior Managers, but also ensure they legally know what they can and cannot do.

Does this mandate have a timestamp? What is the trigger point?

- CPO advised each time there is a material change, we need to go back and review the risk assessment and review if there is anything different. Especially with any new variant.
- If there was any material change risk assessment or policy, would require further review and would be required to raise with ELT and have further discussion.

Key thing will be where the decisions are made, and effectively at what level?

- Suggest Senior Managers make the business base, with Tier Three Management with ability to sign-off/manage through. Essentially, Senior Managers have the conversations to start with, whilst Tier Three managers make the decisions.

Advised People and Culture will prepare paper for People Leaders to assist in answering queries from staff.

Surmised that decision document will be passed by Legal and Communications for review, will contain main questions and responses and be brought back to ELT for final decision.

*Melisa Kappely left the meeting at 0956am*

### **Decisions**

**ELT:**

- a) **Agreed** to proceed to next stage with vaccine mandate as surmised in paper
- b) **Note** specifically in decision document, every time there's a new variant and/or material change, Stats are required to review risk assessment and perceive if this warrants another review alongside policy.
- c) **Agreed** that final decision will rest with General Managers, whilst being consistent with policy.

### **Action Points**

- Proceed in creating decision document and bring back to ELT for final decision (Melisa Kappely)