

Schedule of DHB responses  
to the McGuinness Institute's OIA 2020/02:  
Open Letter to District Health Boards  
as at 25 March 2020

1. Auckland DHB
2. Bay of Plenty DHB
3. Canterbury DHB
4. Capital and Coast DHB
5. Counties Manakau DHB
6. Hawkes Bay DHB
7. Hutt Valley DHB
8. Lakes DHB
9. MidCentral DHB
10. Nelson-Marlborough DHB
11. Northland DHB
12. South Canterbury DHB
13. Southern DHB
14. Tairāwhiti DHB
15. Taranaki DHB
16. Waikato DHB
17. Wairarapa DHB
18. Waitematā DHB
19. West Coast DHB
20. Whanganui DHB



Auckland DHB  
Chief Executive's Office

Level 1  
Building 37  
Auckland City Hospital  
PO Box 92189  
Victoria Street West  
Auckland 1142

Ph: (09) 630-9943 ext: 22342

Email: [REDACTED]

31 March 2020

Wendy McGuinness

By email to: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Wendy

**Re Official Information Request – National Reserve Supply (NRS) stored by DHBs**

I refer to your official information request dated 25 March 2020 requesting Auckland DHB, and all DHBs nationally make public its register of all the medical items it stores on behalf of the National Reserve Supply (NRS), noting that since late January the McGuinness Institute has been trying to understand what supply chain risks might arise if the epidemic in China became a pandemic.

May we suggest you make contact with the Ministry of Health about these concerns, as to use the Official Information Act when DHBs are the primary service in respect to the national response to COVID-19 is inappropriate, as it would divert resources from across the sector currently committed to the COVID-19 response.

More formally, I advise that Auckland DHB will be unable to respond to your request while New Zealand is at Alert level 4 and accordingly, under section 15A of the Official Information Act, Auckland DHB extends the time for which to make a decision on your request to 20 working days after the Alert level reduces. Please advise if you wish to have your request held or if you wish to withdraw it and resubmit it in the future.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

Yours faithfully

Ailsa Claire, OBE  
Chief Executive



7 May 2020

Wendy McGuinness

By email to: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Wendy

Re Official Information Request – National Reserve Supply (NRS) stored by DHBs

I refer to your official information request dated 25 March 2020 requesting the following information:

*Firstly, thank you to each and every DHB staff member throughout New Zealand working hard on the front line to protect New Zealanders in these uncertain times. We appreciate how busy you are at this time but we believe it is timely for each of New Zealand's District Health Boards (DHB) to make public its register of all the medical items it stores on behalf of the National Reserve Supply (NRS). Making the extent of the NRS available to the public will enable New Zealand to use the opportunity that the COVID-19 Alert 4 provides. This window will enable New Zealand to:*

- 1. know what medical items need to be rationed early and/or substituted;*
- 2. fill supply gaps (e.g. Hamilton-based brewery Good George is now producing hand sanitiser); and*
- 3. order medical items from other countries (e.g. Australia, China or Singapore).*

*Since late January the McGuinness Institute has been trying to understand what supply chain risks might arise if the epidemic in China became a pandemic. We have organised these risks into three categories of supply chain management, those impacting on:*

- 1. healthcare workers, enabling them to stay safe while treating patients (e.g. personal protective equipment [PPE]);*
- 2. patients, enabling them to get the best medical care (e.g. ventilators); and*
- 3. the wider population, differentiating between people that are infected and not infected (e.g. testing equipment).*

We are working with a diverse number of people on this issue who would like to know this information, such as philanthropists, manufacturers, procurement officers, doctors and nurses. To this end we are asking all DHBs to share with us, and ideally place on their websites, the following information as applicable on the items listed below: the locations (e.g. hospital name), quantities, brand names, number of uses (i.e. are they disposable or reusable?), purchase dates and expiry dates:

1. ADHB 20200507

Auckland DHB  
Chief Executive's Office  
Level 1  
Building 37  
Auckland City Hospital  
PO Box 92189  
Victoria Street West  
Auckland 1142  
Ph: (09) 630-9943 ext: 22342  
Email: [REDACTED]

1. Gowns
2. Masks
3. Goggles
4. Gloves
5. Disinfectant (e.g. bleach)\*
6. Hand sanitiser\*
7. Oxygen tanks\*
8. CT scanners\*
9. Medical ventilators\*

The items asterisked above are ones for which we understand the information might need to be sought from hospitals in your district. For this reason, we thought a two batch approach to supplying this information might be realistic, Batch 1 being the PPEs (1–4 above) and Batch 2 (5–9).

This information is not held by us but is believed to be held by the Ministry of Health. In these circumstances we are required by section 14 of the Official Information Act to transfer your request. We have transferred your request to the Ministry of health. You will hear further from the Ministry of Health concerning your request.

Yours faithfully



Ailsa Claire, OBE  
Chief Executive

Encl. *Transfer letter to MoH*



7 May 2020

Ministry of Health

By email to: [oiagr@health.govt.nz](mailto:oiagr@health.govt.nz)

Dear Madam/Sir

**Re      Transfer of request for Official Information – National Reserve Supply stored by DHBs**

I write concerning an official information request received from Wendy McGuinness dated 26 March 2020 requesting the following information:

*Firstly, thank you to each and every DHB staff member throughout New Zealand working hard on the front line to protect New Zealanders in these uncertain times. We appreciate how busy you are at this time but we believe it is timely for each of New Zealand's District Health Boards (DHB) to make public its register of all the medical items it stores on behalf of the National Reserve Supply (NRS). Making the extent of the NRS available to the public will enable New Zealand to use the opportunity that the COVID-19 Alert 4 provides. This window will enable New Zealand to:*

- 1. know what medical items need to be rationed early and/or substituted;*
- 2. fill supply gaps (e.g. Hamilton-based brewery Good George is now producing hand sanitiser); and*
- 3. order medical items from other countries (e.g. Australia, China or Singapore).*

*Since late January the McGuinness Institute has been trying to understand what supply chain risks might arise if the epidemic in China became a pandemic. We have organised these risks into three categories of supply chain management, those impacting on:*

- 1. healthcare workers, enabling them to stay safe while treating patients (e.g. personal protective equipment [PPE]);*
- 2. patients, enabling them to get the best medical care (e.g. ventilators); and*
- 3. the wider population, differentiating between people that are infected and not infected (e.g. testing equipment).*

We are working with a diverse number of people on this issue who would like to know this information, such as philanthropists, manufacturers, procurement officers, doctors and nurses. To this end we are asking all DHBs to share with us, and ideally place on their websites, the following information as applicable on the items listed below: the locations (e.g. hospital name), quantities,

1. ADHB 20200507

**Auckland DHB**  
**Chief Executive's Office**  
Level 1  
Building 37  
Auckland City Hospital  
PO Box 92189  
Victoria Street West  
Auckland 1142  
Ph: (09) 630-9943 ext: 22342  
Email: [REDACTED]

brand names, number of uses (i.e. are they disposable or reusable?), purchase dates and expiry dates:

1. Gowns
2. Masks
3. Goggles
4. Gloves
5. Disinfectant (e.g. bleach)\*
6. Hand sanitiser\*
7. Oxygen tanks\*
8. CT scanners\*
9. Medical ventilators\*

The items asterisked above are ones for which we understand the information might need to be sought from hospitals in your district. For this reason, we thought a two batch approach to supplying this information might be realistic, Batch 1 being the PPEs (1–4 above) and Batch 2 (5–9).

Auckland DHB does not hold this information. This request is being transferred in full to your agency for response.

Please treat this letter as a formal transfer of the request under section 14 of the Official Information Act. You should be aware that a response must be provided to the requester as soon as reasonably practicable, and no later than 20 working days after the day this transfer is received by your agency, unless an extension of time is required and duly notified to the requester.

Yours faithfully



Ailsa Claire, OBE  
Chief Executive

Encl.    *Copy of request from Wendy McGuinness*  
          *Notification of transfer letter to Wendy McGuinness*

**Bay of Plenty DHB**  
**28 April 2020**

On behalf of Debbie Brown, Senior Advisor Governance and Quality

Dear Wendy

In response to your request of 25 March 2020, we provide the attached information.

The notes below are included to assist with their interpretation.

PPE Supply Chain data notes:

- Attached data scope includes all consumable items listed in their request (Gowns, Masks, Eye Protection, Gloves, Surface Cleaner, Hand Sanitiser);
- Data gives visibility of stock on hand, receipt and issue activities from 01 Jan-20 to 17 Apr-20 in weekly activity buckets;
- Also provided is lookup references for individual items and the suppliers;
- Unit of measure conversions have also been provided ... the main unit used is Each, i.e. the individual unit of use;
- The data spans all activities managed and executed in the campuses and satellite communities of Tauranga Hospital and Whakatane Hospital.

PPE Supply Chain data elements not provided:

- Consumables purchase date or expiry date information has not been provided for the below reasons;
- Consumable items of this type have a very high inventory turnover focus. If we can't turnover at the rate required then we contract the primary provider to do this on our behalf ... as such we do not system capture lot/batch number expiry dates in our own inventory system;
- Inventory turnover practices:
  - DHB operating stocks turnover every 4-6 weeks, i.e. the average time between receipt and issue;
  - DHB pandemic stocks for gowns, gloves, eyewear and hand sanitizer are all rotated by the primary provider(s) of these lines into their operating stocks before expiry (reviews are quarterly and rotation commences based on overall volume on hand and consumption rate for a particular item);
  - DHB pandemic stocks for masks are consistently rotated into our glove provider's operating stocks. Given the relatively high volume of stock on hand versus BOPDHB daily consumption this is better managed by the primary supplier as part of their rotation of total stocks.

Medical Gas Supply Chain

- Includes all medical gas supplies and inventory holdings over an annual period for Tauranga Hospital, Tauranga Community, Whakatane Hospital, Whakatane Community.

Ventilators

- Current fleet of ventilators including (ICU, Transport and non-invasive BIPAP. Have not included CPAP);
- Not shown is 1 ICU Ventilator and 1 Transport Ventilator that are scheduled for delivery in May. In response to Covid we brought forward some of our planned replacements.

#### CT Scanners

- 1 x Whakatane Hospital;
- 2 x Tauranga Hospital.

Kind regards.



*West Coast District Health Board*  
*Te Poari Hauora a Rohe o Tai Poutini*

*Planning and Funding*  
P O Box 1600,  
**CHRISTCHURCH**

Telephone: 0064 3 364 4130

Fax: 0064 3 364 4165

30 April 2020

Wendy McGuinness  
Chief Executive  
McGuinness Institute  
**Wellington**

Email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Ms McGuinness

**RE Official information request CDHB 10303 and WCDHB 9422**

We are writing to acknowledge your letter dated 25 March 2020 and received this morning requesting the following information under the Official Information Act from Canterbury DHB and West Coast DHB with regard to Personal Protection Equipment (PPE), CT scanners, Oxygen tanks and Ventilators. Specifically:

**We are asking all DHBs to share with us, and ideally place on their websites, the following information as applicable on the items listed below: the locations (e.g. hospital name), quantities, brand names, number of uses (i.e. are they disposable or reusable?), purchase dates and expiry dates:**

- 1. Gowns**
- 2. Masks**
- 3. Goggles**
- 4. Gloves**
- 5. Disinfectant (e.g. bleach)**
- 6. Hand sanitiser**
- 7. Oxygen tanks**
- 8. CT scanners**
- 9. Medical ventilators**

We will consider your request against the provisions of the Official Information Act (see below) and advise you of our decision regarding the release of information within 20 working days (being the statutory timeframe provided within the Act.) Accordingly, we will notify you, no later than 28 May 2020, of our decision.

**It should be noted** that many key staff involved with the sourcing and preparation of material for your request are also directly involved with work associated with COVID-19. This may impact on our ability to respond to certain OIA requests within normal time frames.

Your request is being handled by Kathleen Smitheram. If you have any queries, please feel free to contact either myself (details above) or Kathleen. ([Kathleen.smitheram@cdhb.health.nz](mailto:Kathleen.smitheram@cdhb.health.nz); Phone 364-4134). Please refer to the OIA number above when phoning or emailing.

**15 Decisions on requests**

(1) Subject to this Act, the department or Minister of the Crown or organisation to whom a request is made in accordance with [section 12](#) or is transferred in accordance with [section 14](#) of this Act or [section 12](#) of the Local Government Official Information and Meetings Act 1987 shall, as soon as reasonably practicable, and in any case not later than 20 working days after the day on which the request is received by that department or Minister of the Crown or organisation,—

(1)(a) decide whether the request is to be granted and, if it is to be granted, in what manner and for what charge (if any); and

(1)(b) give or post to the person who made the request notice of the decision on the request

[If we are unable to make a decision on your request by the date noted above, we will notify you of an extension of that timeframe.]

If any additional factors come to light which are relevant to your request, please do not hesitate to contact us so that these can be taken into account.

Yours sincerely

A handwritten signature in black ink that reads "Wayne T." with a stylized flourish at the end.

Wayne Turp  
Project Specialist

#### 15 Decisions on requests

(1) Subject to this Act, the department or Minister of the Crown or organisation to whom a request is made in accordance with [section 12](#) or is transferred in accordance with [section 14](#) of this Act or [section 12](#) of the Local Government Official Information and Meetings Act 1987 shall, as soon as reasonably practicable, and in any case not later than 20 working days after the day on which the request is received by that department or Minister of the Crown or organisation,—

(1)(a) decide whether the request is to be granted and, if it is to be granted, in what manner and for what charge (if any); and

(1)(b) give or post to the person who made the request notice of the decision on the request

[If we are unable to make a decision on your request by the date noted above, we will notify you of an extension of that timeframe.]



Planning and Funding  
P O Box 1600  
CHRISTCHURCH



Telephone: 0064 3 364 4130  
Fax: 0064 3 364 4165

26 May 2020

Wendy McGuinness  
Chief Executive  
McGuinness Institute  
Wellington

Email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org):

Dear Ms McGuinness

**RE Official information request CDHB 10303 and WCDHB 9422**

We refer to your email dated 25 March 2020 and received 30 April 2020 requesting the following information under the Official Information Act from Canterbury DHB and West Coast DHB.

**We are asking all DHBs to share with us, and ideally place on their websites, the following information as applicable on the items listed below: the locations (e.g. hospital name), quantities, brand names, number of uses (i.e. are they disposable or reusable?), purchase dates and expiry dates:**

- 1 – 6 . Gowns, Masks, Goggles , Gloves, Disinfectant (e.g. bleach) and Hand sanitiser**
- 7. Oxygen tanks\***
- 8. CT scanners\***
- 9. Medical ventilators\***

We are writing to confirm that we are granting a response to your requests. However, **it should be noted** that many key staff involved with the sourcing and preparation of material for Official Information Act requests are also directly involved with work associated with COVID-19.

This is impacting on our ability to respond to OIA requests within normal time frames. We will send your response to you as soon as is reasonably practicable.

Yours sincerely

A handwritten signature in black ink, appearing to read "Wayne T.", written over a white rectangular background.

Project Specialist



## CORPORATE OFFICE

Level 1  
32 Oxford Terrace  
Christchurch Central  
**CHRISTCHURCH 8011**

Telephone: 0064 3 364 4160  
Fax: 0064 3 364 4165

4 June 2020

Wendy McGuinness  
Chief Executive  
McGuinness Institute  
**Wellington**

Email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org);

Dear Ms McGuinness

### RE Official information request CDHB 10303 and WCDHB 9422

We refer to your letter dated 25 March 2020 and received 30 April 2020 requesting the following information under the Official Information Act from Canterbury DHB and West Coast DHB with regard to Personal Protection Equipment (PPE), CT scanners, Oxygen tanks and Ventilators. Specifically:

**We are asking all DHBs to share with us, and ideally place on their websites, the following information as applicable on the items listed below: the locations (e.g. hospital name), quantities, brand names, number of uses (i.e. are they disposable or reusable?), purchase dates and expiry dates:**

**1 – 6 . Gowns, Masks, Goggles , Gloves, Disinfectant (e.g. bleach) and Hand sanitiser**

Please refer to **Table one** (below) for inventories of PPE held by both Canterbury DHB and West Coast DHB as at **15 May 2020**. **Note:** West Coast DHB draw all their stock requirements from Canterbury DHB. Canterbury DHB reserves will also cover West Coast DHB requirements.

**Table one:** Inventories of PPE (broken into pairs of gloves, masks, face screens and scrubs) held by Canterbury DHB and West Coast DHB as at **15 May, 2020**

PPE Item	Stock on hand (eaches)	Brand name	Number of uses (Disposable or reusable)	Life expectancy / Use by date
Gowns	57,670	Zuru	Disposable	12 months
Masks	1,109,450	PrimaGARD /QSI/Care plus	Disposable	2 years
Goggles	20,588	DR BanBao	Reusable	n/a
Gloves	2,277,060	Medline/Dermagrip/USL	Disposable	2 years
Disinfectant (e.g. bleach)	1,332,960	Presept /Oxivir / Synergy		2 – 5 years
Hand sanitiser	14,335	Angel Clear/Clinell		2 years

West Coast volumes typically account for 10% of stock going out of our warehouse.

The figures provided were based on stock held as at **15 May 2020**. The extremely dynamic nature of the pandemic as it continues to evolve and change has since provided a better understanding of ongoing requirement for Personal Protection Equipment (PPE). The supply and distribution has also been centralised through the Ministry of Health to ensure that there are adequate supplies of PPE available to all DHBs and other health and social service agencies. The stock and supply of PPE means that there is currently no shortage of equipment within the Canterbury DHB and West Coast DHB.



## 7. Oxygen tanks

### Canterbury DHB

- Christchurch Hospital Campus has two very large oxygen 'tanks' or Vacuum Insulated Evaporators (VIEs). One holds the liquid equivalent of 22 million litres of gaseous oxygen and the other 16 million litres.
- Burwood Hospital VIE – 3,900,000 litres of gaseous oxygen and
- Ashburton Hospital VIE – 380,000 litres of gaseous oxygen.

None of our other hospitals or facilities have VIEs.

### West Coast DHB

Location	Greymouth	Reefton	Buller
Number	2 tanks (689m <sup>3</sup> each) & 30 large bottles (7.29m <sup>3</sup> each)	5 Bed side bottles (more ordered as required; 2.1m <sup>3</sup> each)	18 large bottles (7.29m <sup>3</sup> each)
Brand	BOC	BOC	BOC
Expiry dates	Nil; on a rental system		

## 8. CT scanners

### Canterbury DHB

Vendor	Equipment	Hospital	Installed	Life expectancy (years)**
Siemens	Somatom Definition Flash 128	CHC	2012	8
Siemens	Somatom Emotion 16	CHC	2007	8
GE Healthcare	GE VCT XT 64	CHC	2009	8
Canon	Prime 128	BWD	2014	8
GE Healthcare	GE VCT 64	ASHB	2010	12
Siemens*	Somatom Definition AS	Christchurch	2016	10

\*Dedicated to Oncology planning, but can be used as a back up to the diagnostic scanners with appropriate loading of scanning protocols (as was done after the Mosque attacks)

\*\*Recommended Life, as per the Canadian Association of Radiologists Lifecycle Guidance for Medical Imaging Equipment (which has been adopted worldwide). It takes into consideration utilisation hours (e.g. Ashburton is a lower use machine than the Flash which runs 24/7). When replacing we also consider machine condition and fault history, so a guide only.

### West Coast DHB

The West Coast DHB has one CT scanner, located at Grey Hospital. It is a Toshiba/Canon (Canon bought out the Medical Imaging division of Toshiba post purchase of our machine) purchased in 2013. This machine is due for replacement in the next financial year.

## 9. Medical ventilators

### Canterbury DHB

Christchurch Hospital has 43 ventilators

### West Coast DHB

The West Coast DHB has five ventilators, these are all located at Grey Hospital.

- One Hamilton C1, purchased November 2018
- Two Philips-Respironics V60, purchased July 2013
- One Drager Oxylog 3000, purchased March 2012
- One Pulmonetics LTV1000. Purchased March 2009

I trust that this satisfies your interest in this matter.

Please note that this response, or an edited version of this response, may be published on the Canterbury DHB and West Coast DHB websites after your receipt of this response.

Yours sincerely

A handwritten signature in black ink, appearing to read 'C. Kelly', with a long, sweeping horizontal line extending to the right.

  
**Executive Director**  
**Planning, Funding & Decision Support**

**Capital & Coast District Health Board**  
**24 April 2020**

Dear Wendy

I refer to your request for official information, originally received by Capital & Coast District Health Board on 25 March 2020 regarding data on number of medical items/supplies held by DHB, in the context of COVID-19 pandemic. A response to your request is due today, 24 April 2020.

Our response to your request will be sent to you as soon as is reasonably practicable. However, please note that right now, dealing with COVID-19 for our health system must take priority.

This is necessary because many key staff involved with the sourcing and preparation of material for your request are also directly involved with work associated with COVID-19. This has impacted our ability to respond to this OIA requests within normal timeframes.

We apologise for any inconvenience caused and hope you will understand the delay given the circumstances.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or free phone 0800 802 602.

If you wish to discuss any aspect of your request with us, including this decision, please feel free to reply to this email, or contact me at [catherine.stewart@ccdhb.org.nz](mailto:catherine.stewart@ccdhb.org.nz).

Thank you ☐

1 May 2020

H20\_21-49, OIA 2020/065

Wendy McGuinness  
 Chief Executive, McGuinness Institute  
 Level 2  
 5 Cable Street  
 Wellington Central  
 Wellington 6011

Email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Wendy

**Official Information Act 1982 (OIA) – Response for H20\_21-49 and 2020/065**

Thank you for your request under the Official Information Act 1982 (OIA), which was received by the Hutt Valley and Capital & Coast District Health Boards (DHBs) on 25 March 2020. You requested the following information:

*"Given this background, and the text (far below in New Zealand's Influenza Pandemic Plan (2017)), I would appreciate answers to the following questions (as an OIA):*

1. *How many ICU beds does New Zealand currently have (with medical ventilators) and how many are currently being used?*
2. *How many other respiratory devices (such as CPAPs) does New Zealand currently have and do medical professionals consider they are useful (e.g. are they able to be repurposed into medical ventilators)?*
3. *Do we have a Strategic National Stockpile (SNS) like in the US? If yes, what equipment do we have in our stockpile?*
4. *Does the New Zealand Government think that we have enough ICU beds and other respiratory devices (such as CPAP's)? If not, how many do we need and what actions are the New Zealand government doing to ensure that there is sufficient?*
5. *Has the MoH been in contact with suppliers or other organisations based in New Zealand that might be capable of manufacturing medical ventilators in preparation for possible outbreaks?*
6. *For example, has the New Zealand government approached New Zealand manufactures to see if they are capable of manufacturing medical ventilators and CPAP's?*
7. *Has New Zealand started manufacture using its inshore capability of P2 grade masks (as noted in the plan – see image 4)? If not, can you explain why not. For example, is it because New Zealand no longer has that capability or you think we have enough masks for this type of virus?*
8. *Is the pandemic plan under review given the specific characteristics of this virus (i.e. some patients need long time ICU bed care)? (I imagine an Appendix could be added to the existing plan specifying the Government's response to the coronavirus virus.)*

*Lastly, I have a concern that the communication from Government is not ideal. Telling people not to panic and that the government has everything under control will only create more panic if what the government says proves to be incorrect. A better way might be to say something like the following:*

- a. *We need all New Zealanders to be vigilant and careful at this time.*
- b. *The incubation period is long and can spread before symptoms show, therefore we all need to be on guard. For example: businesses need to prepare now in case they need to operate on smaller staff numbers or staff working from home and schools need to consider ways they can continue to educate students while they are at home.*
- c. *We are working on supply chain issues. New Zealand is a major food maker (not taker) so there will be food for all. However we also welcome households keeping two/three weeks of food in the house*

*as this is also good practice for earthquakes and all other natural disasters.*

*d. The government is reviewing the 2017 plan in line with the nature and characteristics of this virus and more information will be made available as the government works through these issues (as noted above this could be in the form of a new appendix 'issued in draft for consultation' to form part of the existing New Zealand's Influenza Pandemic Plan 2017)."*

You have requested a substantial and extensive amount of information regarding COVID-19. At this time, Hutt Valley and Capital & Coast DHBs, along with many other agencies, have diverted significant resources towards supporting the Government's response to COVID-19. This is an ever-evolving situation and both DHBs must continue to respond at pace to this global pandemic. To provide this information would require an extensive and substantial amount of manual research and collation, at a time when we are responding to a global pandemic. Unfortunately, your request for this information is therefore refused under section 18(f) of the OIA at this time.

Information about the number of COVID-19 tests available, self-isolation measures and the case definition (when a person will be referred for testing) is available on the New Zealand Parliament and Ministry of Health (the Ministry) websites. You might also be interesting in watching the media briefings where these topics have been explored.

For your reference:

Information about testing kits and enforcement of self-isolation was debated in recent oral parliamentary questions in Parliament: [https://www.parliament.nz/en/pb/hansard-debates/rhr/combined/HansDeb\\_20200319\\_20200319\\_08](https://www.parliament.nz/en/pb/hansard-debates/rhr/combined/HansDeb_20200319_20200319_08)

Information about the case definition, testing, and self-isolation is available at: <https://www.health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus>.

Information about confirmed and probable cases are now available on the Ministry website and is updated regularly: <https://www.health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus/covid-19-current-cases>.

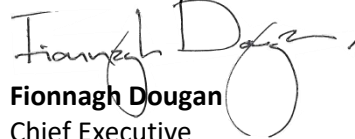
Information on the Nation Reserve Supplies are publicly available on the Ministry website: <https://www.health.govt.nz/our-work/emergency-management/national-reserve-supplies>.

New Zealand has a domestic manufacturer of P2 (N95) and general purpose (surgical) face masks. The domestic manufacturer continues to make P2 masks. The Ministry is working with the domestic manufacturer to maintain production of masks for the health sector.

The Ministry routinely publishes the latest on the Government's response on the COVID-19 section of the Ministry's website: <https://www.health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus>.

Thank you for your enquiry. We trust it meets your requirements. You have the right, under section 28 of the OIA, to seek a review or to ask the Ombudsman to review of this decision – including the delay in response.

Yours sincerely

  
**Fionnagh Dougan**  
Chief Executive

**From:** "[REDACTED] [CCDHB]" [REDACTED]  
**Date:** Friday, 24 July 2020 at 16:34  
**To:** Wendy McGuinness <[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)>  
**Subject:** OIA 2020/163 due 20 August 2020

Dear Wendy

Thank you for your request for official information regarding personal protective equipment and medical items/supplies, in the context of COVID-19 pandemic, which was received by Capital & Coast District Health Board (CCDHB) on 23 July 2020.

Your request has been received and logged. As required under the Official Information Act 1982, we will respond to your request within 20 working days. You should therefore receive a response on or before 20 August 2020.

If a large amount of information has been requested or if CCDHB needs to consult in order to make a decision, we may need to extend this date (this is provided for in section 15A of the Act). We will advise you if such an extension is necessary.

Our reference number for your request is: 2020/163.

Thank you

[REDACTED]  
Correspondence Officer to the Office of the Chief Executive | [Capital & Coast District Health Board](#) | Ūpoko ki te uru hauora | [www.ccdhb.org.nz](http://www.ccdhb.org.nz) | [www.facebook.com/CCDHB](https://www.facebook.com/CCDHB)

**From:** "[REDACTED] [CCDHB]" [REDACTED]  
**Date:** Monday, 27 July 2020 at 10:28  
**To:** Wendy McGuinness <[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)>, "[REDACTED] [CCDHB]" [REDACTED]  
**Cc:** Reuben Staff <[rb@mcguinnessinstitute.org](mailto:rb@mcguinnessinstitute.org)>  
**Subject:** RE: Official Information Act request – Inventory of medical items including PPE

Wendy

It might be helpful if we could have a brief discussion about your OIA request. I am concerned that the answer we provide is not going to assist you achieve your objective and there may be an easier approach.

Please call me at your convenience.

[REDACTED]  
Executive Director Corporate Services | Capital & Coast District Health Board | Upoko ki te uru hauora  
M: 021 486 704 | T: 04 806 2269 | Ext: 82269 | [REDACTED] | [www.ccdhb.org.nz](http://www.ccdhb.org.nz)

28 July 2020

OIA 2020/163

Wendy McGuinness  
Chief Executive | Wendy McGuinness Institute  
PO Box 24222  
Manners Street  
Wellington 6142

Email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Tēnā koe Wendy

**Official Information Act 1982 (OIA) – Amendment and Query – OIA 2020/163**

I refer to your official information request regarding personal protective equipment and medical supplies, which was received by the Capital & Coast District Health Board on 23 July 2020.

**Amendment**

It appears likely that your original request will need to be clarified to enable us to respond.

Please note, in line with section 15(1AA) of the Official Information Act 1982 (OIA), any clarification or amendment of a request is considered to be a new request for the purpose of calculating the maximum statutory timeframe for response.

You requested the locations, quantities, brand names, number of uses (i.e. disposable or reusable), purchase dates and expiry dates of oxygen tanks. However, the difficulty in CCDHB being able to respond to the current wording of this aspect of your request lies in the fact that we have bulk oxygen supply as well as portable bottles. Could you please clarify how you would like us to respond to this aspect of your request, with the above in mind?

**Query**

The principal staff member involved in drafting the response has also commented that:

*“As each DHB orders their own clinical supplies and PPE they have different suppliers and stock so the item descriptions used in your spreadsheet from Bay of Plenty will not correlate with our stock items. As a result I would be concerned [that] if you attempt to add different stock counts from different DHBs you could be adding apples and oranges.*



*DHBs are reporting PPE stock level to the Ministry of Health who are coordinating PPE sourcing with NZHP. The information you are seeking might be better obtained from the Ministry rather than the DHBs."*

Could you please therefore confirm whether you have approached the Ministry of Health with this request? The relevant CCDHB staff member believes that the Ministry of Health may be best placed to respond to this request; this may result in a transfer of your request.

Please contact us regarding a clarification of your request and an answer to our query by return email or by emailing us at [oiia@ccdhub.org.nz](mailto:oiia@ccdhub.org.nz).

You have the right to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or free phone 0800 802 602.

Nāku ite noa, nā



*Correspondence Officer*

CC:

1. Reuben Brady | Wendy McGuinness Institute | [rb@mcguinnessinstitute.org](mailto:rb@mcguinnessinstitute.org)

**From:** "[REDACTED] [CCDHB]" [REDACTED]  
**Date:** Tuesday, 28 July 2020 at 19:48  
**To:** Wendy McGuinness <[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)>  
**Cc:** Reuben Staff <[rb@mcguinnessinstitute.org](mailto:rb@mcguinnessinstitute.org)>  
**Subject:** OIA 2020/163 Clarification & Query

Good evening Wendy and Reuben

I refer to Wendy's request for information regarding personal protective equipment and medical supplies, which was received by Capital & Coast District Health Board (CCDHB) on 23 July 2020.

Please find attached a letter seeking clarification on the request, as well as a query from a CCDHB staff member who will be responding to the request.

You have the right to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or free phone 0800 802 602.

If there are any issues or concerns, please let us know.

Thank you

[REDACTED]  
Correspondence Officer to the Office of the Chief Executive | [Capital & Coast District Health Board](#) | Ūpoko ki te uru hauora

**From:** "[REDACTED]" [CCDHB] "[REDACTED]"  
**Date:** Thursday, 20 August 2020 at 5:59 PM  
**To:** Wendy McGuinness <[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)>  
**Subject:** OIA 2020/163 Response

Dear Wendy

Please find attached Capital & Coast District Health Board's response to your Official Information Act request received on 23 July 2020.

You have the right to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or free phone 0800 802 602.

Thank you

[REDACTED]  
Correspondence Officer to the Office of the Chief Executive | [Capital & Coast District Health Board](#) | Ūpoko ki te uru hauora | [www.ccdhb.org.nz](http://www.ccdhb.org.nz) | [www.facebook.com/CCDHB](https://www.facebook.com/CCDHB)

**From:** "[REDACTED]" [CCDHB] "[REDACTED]"  
**Date:** Thursday, 27 August 2020 at 10:26 AM  
**To:** Wendy McGuinness <[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)>  
**Cc:** Reuben Staff <[rb@mcguinnessinstitute.org](mailto:rb@mcguinnessinstitute.org)>, "OIA Request [HVDHB]" <[OIArequest@huttvalleydhb.org.nz](mailto:OIArequest@huttvalleydhb.org.nz)>  
**Subject:** RE: OIA 2020/163 Response

Good morning Wendy

Thank you for your below email, and the two emails you have sent in the past 24 hours (attached), bringing to our attention the fact that the response sent to you on 1 May 2020 for OIA 2020/163 only contained information for Capital & Coast District Health Board (CCDHB) – whereas you may have been intending for both Hutt Valley and Capital & Coast DHBs (2DHB) to provide information in the same response.

The confusion seems to have been internal at our end:

- I deal with OIAs for CCDHB; although there are some cases where there is a joint 2DHB response given, which is sent from either CCDHB or Hutt Valley DHB.
- The first request you made on 25 March 2020 (OIA 2020/065) was responded to as a 2DHB response, because both DHBs had to reject the request at the time for the same reasons. In that case, it happened to be me who sent the response on behalf of both DHBs rather than my Hutt Valley DHB counterpart.
- When you came back with this most recent request (OIA 2020/163) solely to me, I had completely missed that we had previously rejected your response as 2DHB, and so only logged and assigned your request based on its being received in my capacity as a CCDHB staff member – as well as there being no Hutt Valley email address in the recipient field of the OIA 2020/163 request email.

I have CC'ed in my Hutt Valley counterpart to ensure they log, assign and respond to your nationwide request of DHBs for Hutt Valley DHB. I have been advised that the Hutt Valley stocktake figures would be collated by a different team than the team who provided the CCDHB figures.

I apologise for the confusion, and any inconvenience this has caused you.

You should hear from my Hutt Valley counterpart shortly.

You have the right, under section 28 of the OIA, to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or you can free phone 0800 802 602.

Thank you

[REDACTED]  
Correspondence Officer to the Office of the Chief Executive | [Capital & Coast District Health Board](#) |  
Ūpoko ki te uru hauora | DDI: 04 806 0737 | Ext:  
80737 | [www.ccdhb.org.nz](http://www.ccdhb.org.nz) | [www.facebook.com/CCDHB](https://www.facebook.com/CCDHB)

06 April 2020

Wendy McGuinness  
Chief Executive  
McGuinness Institute  
PO Box 24-222,  
Wellington, 6142

Email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Ms McGuinness,

**Official Information Act (1982) Request**

I write in response to your Official Information Act request, received by us on 25 March 2020, and attached with this response. You requested information related to national reserve stock and specifically:

**To this end, we are asking all DHBs to share with us, and ideally place on their websites, the following information as applicable on the items listed below:**

- the locations (e.g. hospital name),
- quantities,
- brand names,
- number of uses (i.e. are they disposable or reusable?),
- purchase dates and
- expiry dates:
  1. Gowns
  2. Masks
  3. Goggles
  4. Gloves
  5. Disinfectant (e.g. bleach)\*
  6. Hand sanitiser\*
  7. Oxygen tanks\*
  8. CT scanners\*
  9. Medical ventilators\*

The items asterisked above are ones for which we understand the information might need to be sought from hospitals in your district. For this reason, we thought a two batch approach to supplying this information might be realistic, Batch 1 being the PPEs (1–4 above) and Batch 2 (5–9). We are confident the lockdown will prevent the escalation of COVID–19 cases, but New Zealand needs to be prepared for the possibility that the lockdown and the quarantine of arrivals were actioned too late. The Institute explores low probability/ high magnitude events, and as

**such, we believe DHBs hold critical information that should be made public to enable any supply chain gaps (if they exist) to be filled.**

As context, Counties Manukau Health (CM Health) provides health and support services to people living in the Counties Manukau region (approx. 569,400 people).

New Zealand is currently at Alert Level-4 and accordingly, like many health and government agencies, CM Health now has significant resources diverted from usual activity from across the organisation to support the COVID-19 response. You have requested a substantial amount of information.

We have considered your request and the impact on our current operational teams of preparing a response to this. While we appreciate that there is a significant public interest in the NZ health system during this COVID-19 response, we are not in a position to commit the resources required to respond to your particular request at this time.

We are unable to respond to your request at this time, and we do this under Section 18(f) of the Official Information Act - as the information cannot be made available without substantial manual collation or research, that would need to be completed by the people tasked with leading the response to COVID-19.

The health sector is working hard to ensure that the public is informed about COVID-19, and the work to respond to it, with information updated daily on the Ministry of Health's website at:

- [www.health.govt.nz](http://www.health.govt.nz)

Specific information on the National Reserve Supplies is publicly available on the Ministry website:

- <https://www.health.govt.nz/our-work/emergency-management/national-reserve-supplies>.

Further information detailing all of government's approach can also be found here:

- <https://covid19.govt.nz>.

If you wish to discuss any aspect of your request with us, including this decision, in the first instance please feel free to contact us. Should you wish to have your specific request held, or to resubmit it in the future, please be aware that we anticipate not being able to make a decision on any OIA request until 20 working days after the Alert level reduces. Please note the correct email address for CM Health OIA requests is: [OIA.Request@middlemore.co.nz](mailto:OIA.Request@middlemore.co.nz)

If you are not satisfied with this response you are entitled to seek a review of the response by the Ombudsman under section 28(3) of the Official Information Act.

Yours sincerely,



Fepulea'i Margie Apa  
Chief Executive Officer  
**Counties Manukau Health**

Counties Manukau DHB  
30 April 2020

Dear Wendy

Thank you for your Official Information Act request, received today.

We are working on a response for you, which will be sent as soon as practical and within the 20 working day timeframe as per the Ombudsman's Guidance, by 28 May 2020. We will contact you if we have any queries with the request or need to extend the timeframe for your response. In those cases, we will advise why the extension is necessary, and indicate when the response will be ready.

Please note that, like all DHBs across New Zealand, Counties Manukau DHB has begun a process of proactive disclosure, which means OIA responses will be publicly available via our website around 10 days after they have been released. Our response will advise if we intend to publish the response, (with personal information removed) and related documents on the CMDHB website. If you advise us of special reasons why proactive disclosure should not apply to your response, we will consider this.

Kind regards





08 May 2020

Wendy McGuinness  
Chief Executive  
McGuinness Institute  
PO Box 24-222  
Wellington, 6142

Email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Ms McGuinness,

**Official Information Act (1982) Request**

I write in response to your Official Information Act request, received by us on 30 April 2020. You requested the following information.

**You are one of seven DHBs that have refused the request under s 18 (f) of the OIA. We appreciate how busy you are at this time, so we have reduced our OIA request to just focus on masks.**

**Can you tell us the approximate number of (i) P2 (or equivalent) masks and (ii) surgical masks you have in stock in your DHB – using your last stock take figures.**

- *We assume you will have provided this information to MoH, and hope this is not time consuming.*
- *Can you also provide the date of the stocktake?*

As context, Counties Manukau Health (CM Health) provides health and support services to people living in the Counties Manukau region (approx. 569,400 people). Our services are delivered via hospital, outpatient/ ambulatory and community-based models of care.

We provide regional and supra-regional specialist services (for orthopaedics, plastics, burns and spinal services). We employ more than 7,500 FTE staff, and see more than 118,000 people in our Emergency Department each year. There are also several specialist services provided for our community via other metro Auckland DHBs, including tertiary surgical/ medical services, some mental health and addiction services.

Our responses to each of your questions are below.

As of the **morning of 01 May 2020**, this was the stock held *on-site, in our central stores*, noting that these stock counts generate a continually changing number. The daily stocktake of PPE is provided via the central stores. This stocktake is equated to an estimated 'days of stock available on hand' figure, with daily usage requirements over the last few weeks taken into account to estimate a figure. These figures do not include items already distributed to wards and units, but not yet used.



**(i) CM Health is using a range of four N95/P2 Type Masks below**

CODE	Description	Quantity	Count	Total items
M12096	Mask Respirator/ Tb Sub-Micron <u>N95</u> 3M - 1860 Box 20	BOX	271	5,420
M180979	Mask <u>N95</u> and Respirator Particulate 3M - 1860S Small	BOX	695	695
M139786	Mask Respirator Tb Micron <u>N95</u> 3M Aura - 1870+ Box 20	EA	432	8,640
M181018	Surgical Mask <u>N95</u> NZ Govt Ffp2 Duckbill	EA	11,550	11,550

**(ii) CM Health is using these Surgical Masks below**

CODE	Description	Quantity	Count	Total items
M180878	Surgical Mask Ear loop L2 (1 EA = Box 50)	EA	1,279	63,950

For the northern region DHBs (Northland, Waitemata, Auckland and Counties Manukau), the wider regional PPE stock and distribution processes are managed by HealthSource, on behalf of the District Health Boards.

I trust this information satisfactorily answers your query. If you are not satisfied with this response you are entitled to seek a review of the response by the Ombudsman under section 28(3) of the Official Information Act.

Please note that this response or an edited version of this may be published on the Counties Manukau DHB website.

Yours sincerely,



Fepulea'i Margie Apa  
Chief Executive Officer  
**Counties Manukau Health**

**From:** "[REDACTED] (CMDHB)" [REDACTED]  
**Date:** Friday, 7 August 2020 at 14:38  
**To:** Wendy McGuinness <[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)>  
**Subject:** FW: Official Information Act request – Inventory of medical items including PPE

Good afternoon Wendy

We have transferred your request to the Northern Region Health Coordination Centre (NHRCC). The information to which your request relates is believed to be more closely connected with the functions of the NHRCC. In these circumstances, we are required by section 14 of the OIA to transfer your request. You will hear further from NHRCC concerning your request.

Thanks

[REDACTED]  
Team Coordinator | Communications | Strategy & Infrastructure

---

Mobile: 021 851 809

[Ula.Kuresa@middlemore.co.nz](mailto:Ula.Kuresa@middlemore.co.nz)

Middlemore Hospital | 100 Hospital Road, Otahuhu | Private Bag 93311 Otahuhu, Auckland 1640  
[countiesmanukau.health.nz](http://countiesmanukau.health.nz) | COUNTIES MANUKAU DISTRICT HEALTH BOARD

| Kind | Excellent | Valuing everyone | Together  
| Manaakitanga | Rangatiratanga | Whakawhanaungatanga | Kotahitanga

7 August 2020

**Wendy McGuinness**

Email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Wendy

**Re: Official Information Act Request – Inventory Medical Items**

I refer to your official information request dated 23<sup>rd</sup> July 2020 for information regarding medical equipment stocks.

We have transferred your request to the Northern Region Health Coordination Centre (NHRCC). The information to which your request relates is believed to be more closely connected with the functions of the NHRCC. In these circumstances, we are required by section 14 of the OIA to transfer your request.

You will hear further from NHRCC concerning your request.

Yours sincerely



Fepulea'i Margie Apa  
Chief Executive Officer  
**Counties Manukau Health**

Hawke's Bay District Health Board  
30 April 2020

Dear Wendy

Thank you for your OIA request which has been passed on to be actioned. I cannot find any record of your original email so wonder if it might have been quarantined.

Regards

Dear Wendy

Attached please find a response to your Official Information Act Request re PPE inventory.

Nāku noa, nā

[REDACTED]

OIA Coordinator, Communications Service

Please note my usual hours of work are: Monday, Tuesday 8:00am – 12 noon; Wednesday, Thursday, Friday 8:00am – 4:30pm

Hawke's Bay District Health Board

Private Bag 9014, Hastings 4156

T: 06 878 8109 ext 4658

DISCLAIMER: This emailed information is private and protected by law. If you are not the intended recipient, you are hereby notified that any disclosure, copying, or distribution, or the taking of any action based on the content of this information, is strictly prohibited. Please let us know immediately if you have received this by mistake and destroy this message.

## Corporate Services



20 August 2020

Wendy McGuinness  
McGuinness Institute Te Hononga Waka  
Email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Wendy

### YOUR OFFICIAL INFORMATION ACT (1982) REQUEST HBDHB REF: OIA2020101

I refer to your Official Information Act request dated 23 July 2020 where you requested information from Hawke's Bay District Health Board (HBDHB). Your questions and HBDHB's response is provided below:

***Please complete the attached spreadsheet, noting data requested is a record of PPE inventory at any time in the past few months that works for HBDHB systems, inventory date to be entered into the spreadsheet.***

All HBDHB PPE inventory on hand on the 18<sup>th</sup> May 2020 has been identified on the attached spreadsheet. Please note we have included the item Number, Name and Units that relate specifically to the HBDHB inventory system records.

I trust this information meets your needs. If you would like any further information or clarification please phone me. If you are not satisfied with this response you may contact the Office of the Ombudsman, phone 0800 802 602.

Please note that this response, or an edited version of this response, may be published on the Hawke's Bay DHB website after your receipt of this response.

Yours sincerely

EXECUTIVE DIRECTOR FINANCIAL SERVICES  
TE PUNI PŪTEA

cc: Ministry of Health via email: [SectorOIA@moh.govt.nz](mailto:SectorOIA@moh.govt.nz)  
[oia@hbdhb.govt.nz](mailto:oia@hbdhb.govt.nz)

---

#### FINANCIAL SERVICES DIRECTORATE OFFICE

Hawke's Bay District Health Board

Telephone 06 878 8109 Fax 06 878 1648 Email: [carriann.hall@hbdhb.govt.nz](mailto:carriann.hall@hbdhb.govt.nz); [www.hawkesbay.health.nz](http://www.hawkesbay.health.nz)  
Corporate Office, Cnr Omahu Road and McLeod Street, Private Bag 9014, Hastings 4156, New Zealand

**Hutt Valley District Health Board**  
**27 March 2020**

Dear Wendy

Thank you for your request for information received by Hutt Valley District Health Board on 25 March 2020.

Your request has been received and logged. As required under the Official Information Act 1982, we will respond to your request within 20 working days. You should receive a response on or before 24 April 2020.

Please note that at this unprecedented time, Hutt Valley District Health Board has diverted significant resources from across the organisation to support the COVID-19 response.

This may impact on our ability to respond to your request. We will communicate with you should we be required to request an extension in accordance with section 15A of the Official Information Act.

If a large amount of information has been requested or if the district health board needs to consult in order to make a decision, we may need to extend this date (this is provided for in section 15A of the Act). We will advise you if such an extension is necessary.

Hutt Valley District Health Board provides the first five hours of staff time to prepare a response free-of-charge. If your OIA is expected to take longer, we will inform you of the charges, and give you the opportunity to change or refine the request to reduce or remove the need to charge.

Our reference number for your request is: H29-21-49.

Yours sincerely

A black rectangular box redacting the signature of the Correspondence Officer.

Correspondence Officer

1 May 2020

H20\_21-49, OIA 2020/065

Wendy McGuinness  
 Chief Executive, McGuinness Institute  
 Level 2  
 5 Cable Street  
 Wellington Central  
 Wellington 6011

Email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Wendy

**Official Information Act 1982 (OIA) – Response for H20\_21-49 and 2020/065**

Thank you for your request under the Official Information Act 1982 (OIA), which was received by the Hutt Valley and Capital & Coast District Health Boards (DHBs) on 25 March 2020. You requested the following information:

*"Given this background, and the text (far below in New Zealand's Influenza Pandemic Plan (2017)), I would appreciate answers to the following questions (as an OIA):*

1. *How many ICU beds does New Zealand currently have (with medical ventilators) and how many are currently being used?*
2. *How many other respiratory devices (such as CPAPs) does New Zealand currently have and do medical professionals consider they are useful (e.g. are they able to be repurposed into medical ventilators)?*
3. *Do we have a Strategic National Stockpile (SNS) like in the US? If yes, what equipment do we have in our stockpile?*
4. *Does the New Zealand Government think that we have enough ICU beds and other respiratory devices (such as CPAP's)? If not, how many do we need and what actions are the New Zealand government doing to ensure that there is sufficient?*
5. *Has the MoH been in contact with suppliers or other organisations based in New Zealand that might be capable of manufacturing medical ventilators in preparation for possible outbreaks?*
6. *For example, has the New Zealand government approached New Zealand manufactures to see if they are capable of manufacturing medical ventilators and CPAP's?*
7. *Has New Zealand started manufacture using its inshore capability of P2 grade masks (as noted in the plan – see image 4)? If not, can you explain why not. For example, is it because New Zealand no longer has that capability or you think we have enough masks for this type of virus?*
8. *Is the pandemic plan under review given the specific characteristics of this virus (i.e. some patients need long time ICU bed care)? (I imagine an Appendix could be added to the existing plan specifying the Government's response to the coronavirus virus.)*

*Lastly, I have a concern that the communication from Government is not ideal. Telling people not to panic and that the government has everything under control will only create more panic if what the government says proves to be incorrect. A better way might be to say something like the following:*

- a. *We need all New Zealanders to be vigilant and careful at this time.*
- b. *The incubation period is long and can spread before symptoms show, therefore we all need to be on guard. For example: businesses need to prepare now in case they need to operate on smaller staff numbers or staff working from home and schools need to consider ways they can continue to educate students while they are at home.*
- c. *We are working on supply chain issues. New Zealand is a major food maker (not taker) so there will be food for all. However we also welcome households keeping two/three weeks of food in the house*



*as this is also good practice for earthquakes and all other natural disasters.*

*d. The government is reviewing the 2017 plan in line with the nature and characteristics of this virus and more information will be made available as the government works through these issues (as noted above this could be in the form of a new appendix 'issued in draft for consultation' to form part of the existing New Zealand's Influenza Pandemic Plan 2017)."*

You have requested a substantial and extensive amount of information regarding COVID-19. At this time, Hutt Valley and Capital & Coast DHBs, along with many other agencies, have diverted significant resources towards supporting the Government's response to COVID-19. This is an ever-evolving situation and both DHBs must continue to respond at pace to this global pandemic. To provide this information would require an extensive and substantial amount of manual research and collation, at a time when we are responding to a global pandemic. Unfortunately, your request for this information is therefore refused under section 18(f) of the OIA at this time.

Information about the number of COVID-19 tests available, self-isolation measures and the case definition (when a person will be referred for testing) is available on the New Zealand Parliament and Ministry of Health (the Ministry) websites. You might also be interesting in watching the media briefings where these topics have been explored.

For your reference:

Information about testing kits and enforcement of self-isolation was debated in recent oral parliamentary questions in Parliament: [https://www.parliament.nz/en/pb/hansard-debates/rhr/combined/HansDeb\\_20200319\\_20200319\\_08](https://www.parliament.nz/en/pb/hansard-debates/rhr/combined/HansDeb_20200319_20200319_08)

Information about the case definition, testing, and self-isolation is available at: <https://www.health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus>.

Information about confirmed and probable cases are now available on the Ministry website and is updated regularly: <https://www.health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus/covid-19-current-cases>.

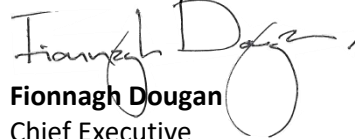
Information on the Nation Reserve Supplies are publicly available on the Ministry website: <https://www.health.govt.nz/our-work/emergency-management/national-reserve-supplies>.

New Zealand has a domestic manufacturer of P2 (N95) and general purpose (surgical) face masks. The domestic manufacturer continues to make P2 masks. The Ministry is working with the domestic manufacturer to maintain production of masks for the health sector.

The Ministry routinely publishes the latest on the Government's response on the COVID-19 section of the Ministry's website: <https://www.health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus>.

Thank you for your enquiry. We trust it meets your requirements. You have the right, under section 28 of the OIA, to seek a review or to ask the Ombudsman to review of this decision – including the delay in response.

Yours sincerely

  
**Fionnagh Dougan**  
Chief Executive

**From:** "[REDACTED] [CCDHB]" [REDACTED]  
**Date:** Friday, 28 August 2020 at 1:00 PM  
**To:** Wendy McGuinness <[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)>  
**Subject:** Official Information Act request H20\_21-114 due date 24 September 2020

Dear Wendy

My Capital & Coast District Health Board colleague, Catherine Stewart, has passed this OIA onto Hutt Valley District Health Board. I note that our original response to you (H20\_21-49) was during the first period of COVID-19 response and as a consequence we had refused your request under Section 18(f) at that time.

Since then our colleague at CCDHB has been able to gather the information for CCDHB. Obviously there had been confusion as it should have included Hutt Valley DHB information. Hence we have registered and logged your request again as at 27 August 2020 as we had not been included during this second process. Our apologies and we will do all we can to meet your request as early as possible.

Your request has been received and logged. As required under the Official Information Act 1982, we will respond to your request within 20 working days. You should receive a response on or before 24 September 2020.

If a large amount of information has been requested or if the district health board needs to consult in order to make a decision, we may need to extend this date (this is provided for in section 15A of the Act). We will advise you if such an extension is necessary.

Hutt Valley District Health Board provides the first five hours of staff time to prepare a response free-of-charge. If your OIA is expected to take longer, we will inform you of the charges, and give you the opportunity to change or refine the request to reduce or remove the need to charge.

It should be noted that many key staff involved with the sourcing and preparation of material for your OIA request are also directly involved with work associated with COVID-19.

This may impact on our ability to respond to certain OIA requests within normal timeframes.

Our reference number for your request is: H20\_21-114. If you have any queries please feel free to contact me.

Yours sincerely

[REDACTED]

**From:** "[REDACTED] [CCDHB]" [REDACTED]  
**Date:** Thursday, 17 September 2020 at 1:17 PM  
**To:** Wendy McGuinness <[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)>  
**Subject:** Official Information Act 1982 request H20\_21-114 response

Tēnā koe Wendy

Please find attached a response to your Official Information Act request H20\_21-114 regarding National Reserve Supplies for Hutt Valley District Health Board.

I trust this information fulfils your request.

You have the right, under section 28 of the OIA, to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or you can free phone 0800 802 602.

Ngā mihi

[REDACTED] | Correspondence Officer | Hutt Valley District Health Board | Pilmuir House | **Lower Hutt**  
DDI: 04 570 9488 | Monday-Thursday | [REDACTED]



---

**OIA H20\_21-114**

17 September 2020

Wendy McGuinness  
Chief Executive | Wendy McGuinness Institute  
PO Box 24222  
Manners Street  
**Wellington 6142**

Email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Wendy

**Official Information Act 1982 (OIA) response H20\_21-114**

Thank you for your request which was received and logged by Hutt Valley District Health Board (HVDHB) on 27 August 2020.

You requested the following information:

*The locations, quantities, brand names, number of uses (i.e. are they disposable or reusable?), purchase dates and expiry date:*

1. Gowns
2. Masks
3. Goggles
4. Gloves
5. Disinfectant (e.g. bleach)\*
6. Hand sanitiser\*
7. Oxygen tanks\*
8. CT scanners\*
9. Medical ventilators\*

Response

HVDHB has different PPE suppliers and a different inventory system to Bay of Plenty DHB so we were not able to complete the spreadsheet provided to us as requested. We must therefore partially decline this aspect of your request under section 18(g) (i) of the OIA, as we do not hold the specific information sought, and we do not believe another agency would hold it. However, the attached appendix has details of HVDHB's PPE stock as at 09 September 2020. We would note that stocktake figures change daily as a result of usage and deliveries.

Please also note when reviewing the information provided that:

- orders placed on Mondays, that involve the Ministry of Health (the Ministry), are delivered at the end of the same week;
- core PPE are all procured on a national basis; and
- critical items are identified and managed accordingly by lead procurers within the DHBs or the Ministry.

Regarding ventilators, CT scanners, and oxygen tanks, CCDHB has:

- three ICU ventilators and an additional four transport ventilators
- one CT scanner
- one bulk oxygen tank (with capacity of 4,300,000L). In addition, a stock of portable oxygen cylinders are also on hand.

I trust this information fulfils your request. You have the right, under section 28 of the OIA, to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or you can free phone 0800 802 602.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Fionnagh Dougan', with a large, stylized 'D' and a long horizontal stroke extending to the right.

Fionnagh Dougan  
Chief Executive  
**Hutt Valley District Health Board**

Encl. Appendix 1 HVDHB stocktake



**Lakes District Health Board**  
Corner Arawa and Ranolf Streets (Pukeroa Street)  
Private Bag 3023, Rotorua Mail Centre  
Rotorua 3046, New Zealand

1 May 2020

Wendy McGuinness  
McGuinness Institute  
PO Box 24-222  
Wellington 6142

[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Wendy

**Subject: Official Information Act request National Reserve Supply (NRS) stored by DHBs**

Thank you for your request for information under the Official Information Act received by Lakes DHB on 25 March 2020.

Your OIA request asked for information regarding the locations (e.g. hospital name), quantities, brand names, number of uses (i.e. are they disposable or reusable?), purchase dates and expiry dates:

1. Gowns
2. Masks
3. Goggles
4. Gloves
5. Disinfectant (e.g. bleach)\*
6. Hand sanitiser\*
7. Oxygen tanks\*
8. CT scanners\*
9. Medical ventilators

Our response is as follows:

**Lakes DHB National Pandemic stocks as at 30 April 2020**

Rotorua Hospital	Category	Quantity	Disposable	Comments
	Gowns	0	Yes	
	Aprons	73000	Yes	
	Masks	50000	Yes	
	Goggles			
	Gloves	600000	Yes	
	Hand Sanitiser	54000	Yes	
	Oxygen tanks		No	
	CT Scanner		No	
	Ventilators		No	

For Oxygen tanks, CT scanner and ventilators we do not hold any of these under national pandemic stocks.

Please note that we intend to publish this letter and enclosed documents (with your personal information removed) on Lakes DHB's website.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Nick Saville-Wood'.

Nick Saville-Wood  
**Chief Executive**

Cc: sectoroias@moh.govt.nz

31 July 2020

Wendy McGuiness  
McGuiness Institute

E mail: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Wendy

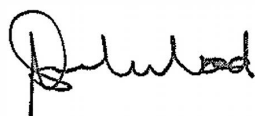
**Subject: Official Information Act request Re: PPE stocktake**

Thank you for your request for information under the Official Information Act received by Lakes DHB on 24 July 2020.

You asked Lakes DHB to fill in a spread sheet of available PPE. Please see attached a spread sheet with a snapshot of PPE as at 24 July 2020. In addition we have one bulk oxygen tank, one CT scanner and six ICU ventilators.

Please note we may publish this letter and enclosed documents (with your personal information removed) on Lakes DHB's website.

Yours sincerely



**Nick Saville-Wood**  
Chief Executive

Cc: [sectoroias@moh.govt.nz](mailto:sectoroias@moh.govt.nz)



**From:** [REDACTED]  
**Date:** Monday, 3 August 2020 at 09:04  
**To:** Wendy McGuinness <[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)>  
**Cc:** "'[sectoroias@moh.govt.nz](mailto:sectoroias@moh.govt.nz)'" <[sectoroias@moh.govt.nz](mailto:sectoroias@moh.govt.nz)>  
**Subject:** Lakes DHB response to OIA

Hi Wendy

Please see attached our response to your OIA.

Cheers

[REDACTED]  
Assistant Communications Officer  
Lakes District Health Board  
Rotorua Hospital  
Pukeroa Hill  
Private Bag 3923  
Rotorua Mail Centre  
Rotorua 3046  
Phone (07) 349 7955 extn:8491



## **MIDCENTRAL DISTRICT HEALTH BOARD**

*Te Pae Hauora o Ruahine o Tararua*

Phone (06) 350 8061  
Fax (06) 355 0616

Postal Address:  
PO Box 2056  
Palmerston North Central  
Palmerston North 4440  
New Zealand

Physical Address:  
Gate 2  
Heretaunga Street  
Palmerston North  
New Zealand

27 March 2020

Wendy McGuinness  
McGuinness Institute  
By email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Ref: Y20-632

Dear Ms McGuinness

### **OIA Request**

Your request dated 25 March 2020, under the Official Information Act, for the following information is acknowledged:

- the locations (e.g. hospital name), quantities, brand names, number of uses (i.e. are they disposable or reusable?), purchase dates and expiry dates of gowns, masks, goggles, gloves, disinfectant, hand sanitiser, oxygen tanks, CT scanners and medical ventilators.

This is a substantial amount of information regarding COVID-19. At this time MidCentral DHB, along with many other agencies, has diverted significant resources from across the organisation to support the Government's response to COVID-19. As such, we are not in a position to commit the resources required to respond to your request.

Your request is therefore declined under section 18(f) of the Act, as the information cannot be made available without substantial manual collation or research by the people tasked with leading the response to COVID-19, and it is not reasonable or practical to extend the response time frame at this time.

If you are not satisfied with this response you have the right to raise any concerns regarding our response with the Ombudsman – [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or 0800 802 602.

Yours sincerely

**General Manager, Finance & Corporate Services**

---

**Finance & Corporate Services**  
MidCentralDHB, PO Box 2056, Palmerston North Central, 4440.  
Tel: 06 350 8800 Fax: 06 350 8080

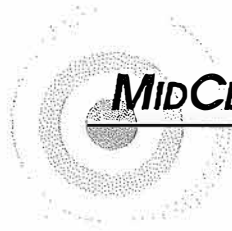
Mid Central District Health Board  
30 April 2020

Dear Wendy McGuinness

Thank you for your OIA request. We will endeavour to respond to it as soon as possible. However, as an essential service, MidCentral DHB's priority is the COVID-19 pandemic. We may be unable to respond to your request within the required 20 working days and we will notify you of an extension of that timeframe. If any additional factors come to light which are relevant to your request, please do not hesitate to contact us so that these can be taken into account.

We operate a proactive release policy where the DHB publishes information on this website. As part of the policy we publish selected OIA responses that may be of public interest. We may publish the OIA response we send to you with your personal details redacted.

Regards, [REDACTED]  
Administration Records Officer



## **MIDCENTRAL DISTRICT HEALTH BOARD**

*Te Pae Hauora o Ruahine o Tararua*

Phone (06) 350 8061  
Fax (06) 355 0616

20 May 2020

Postal Address:  
PO Box 2056  
Palmerston North Central  
Palmerston North 4440  
New Zealand

Wendy McGuinness  
McGuinness Institute

By email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Physical Address:  
Gate 2  
Heretaunga Street  
Palmerston North  
New Zealand

Ref: Y20-940

Dear Ms McGuinness

### **OIA Request**

Your request dated 30 April 2020, under the Official Information Act, for the following information is acknowledged:

- Can you tell us the approximate number of (i) P2 (or equivalent) masks and (ii) surgical masks you have in stock in your DHB – using your last stock take figures. We assume you will have provided this information to MoH and hope this is not time consuming. Can you also provide the date of the stocktake?

As at the 28 April, stocks of masks were as follows:

N95 Masks	95,320
General Purpose Masks	522,650

Please note that this response, or an edited version of this response, may be published on the MidCentral DHB website ten working days after your receipt of this response.

If you are not satisfied with this response you have the right to raise any concerns regarding our response with the [Ombudsman – www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or 0800 802 602.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Wendy McGuinness'.

**General Manager, Finance & Corporate Services**

---

### **Finance & Corporate Services**

MidCentralDHB, PO Box 2056, Palmerston North Central, 4440.  
Tel: 06 350 8800 Fax: 06 350 8080

**From:** [REDACTED]  
**Date:** Tuesday, 11 August 2020 at 13:50  
**To:** Wendy McGuinness <[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)>  
**Cc:** OIA <[OIA@midcentraldhb.govt.nz](mailto:OIA@midcentraldhb.govt.nz)>  
**Subject:** OIA Y20-1419 - Inventory of PPE Equipment

Dear Wendy

Please find attached response from MidCentral DHB regarding your recent OIA request for PPE inventory levels.

Kind regards  
Nicki

[REDACTED] | Executive Assistant to:  
[REDACTED] | **General Manager, Finance & Corporate Services**  
MidCentral District Health Board  
Private Bag 11036, Manawatu Mail Centre, PN 4442  
**DDI** (06) 350 8475 **Cell** 0274 988 882  
**Email** [nicki.williamson@midcentraldhb.govt.nz](mailto:nicki.williamson@midcentraldhb.govt.nz) **Web** [www.midcentraldhb.govt.nz](http://www.midcentraldhb.govt.nz)

*"Quality Living – Healthy Lives – Well Communities"*



## **MIDCENTRAL DISTRICT HEALTH BOARD**

*Te Pae Hauora o Ruahine o Tararua*

Phone (06) 350 8061  
Fax (06) 355 0616

Postal Address:  
PO Box 2056  
Palmerston North Central  
Palmerston North 4440  
New Zealand

Physical Address:  
Gate 2  
Heretaunga Street  
Palmerston North  
New Zealand

11 August 2020

Wendy McGuinness

Via email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Ref: Y20-1419

Dear Wendy

In response to your Official Information Act 1982 dated 23 July requesting inventory of medical items including PPE, we have completed your template which is attached.

The stocktake was undertaken on the 10 August.

Please note: Your headings include some items that are boxed in particular quantities eg Column F "Mask Respirator Particulate N95 Regular Flat-Fold Fluidshield Halyard (EA = 35)" We have completed the template by the number of individual items held in stock due to some of our carton sizes differing to the sizes on your spreadsheet.

If you are not satisfied with this response you have the right to raise any concerns regarding our response with the Ombudsman – [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or 0800 802 602.

Please note that this response, or an edited version, may be published on the MidCentral DHB website ten working days after your receipt of this response.

Yours sincerely,

**General Manager, Finance & Corporate Services**

---

### **Finance & Corporate Services**

MidCentralDHB, PO Box 2056, Palmerston North Central, 4440.  
Tel: 06 350 8800 Fax: 06 350 8080

**Nelson Marlborough DHB**  
**24 April 2020**

Dear Wendy

Re: Official Information Act request – Inventory of medical items including PPE

We refer to your official information request received by Nelson Marlborough DHB on 25 March 2020.

The Official Information Act requires that we advise you of our decision on your request no later than 20 working days after the day we received your request. Unfortunately, it will not be possible to meet that time limit and we are therefore writing to notify you of an extension of the time of an additional 20 working days to make our decision, to 25 May 2020.

This extension is necessary because, and as specified under Section 15A(1)(b) of the Official Information Act 1982, 'consultations necessary to make a decision on the request are such that a proper response cannot reasonably be made within the original time limit' by the necessary people.

It has recently been a very busy time for us.

On behalf of the responding services, we will endeavour to respond to your request as soon as reasonably practicable.

You have the right to seek an investigation by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or free phone 0800 802 602.

30 April 2020

Wendy McGuiness  
McGuiness Institute  
Via Email: [WMcg@mcguinessinstitute.org.nz](mailto:WMcg@mcguinessinstitute.org.nz)

**Response to a request for official information**

Dear Wendy

Thank you for your request for official information received 25 March 2020 by Nelson Marlborough Health (NMH)<sup>1</sup>, followed by the necessary extension of time 24 April 2020 and your request for an early response specifically on 'masks' 30 April 2020, where you seek the following information, as applicable, on the items listed below:

***The locations (e.g. hospital name), quantities, brand names, number of uses (i.e. are they disposable or reusable?), purchase dates and expiry dates:***

1. ***Gowns***
2. ***Masks***
3. ***Goggles***
4. ***Gloves***
5. ***Disinfectant (e.g. bleach)***
6. ***Hand sanitiser***
7. ***Oxygen tanks***
8. ***CT scanners***
9. ***Medical ventilators***

NMH partial response – Part 2

**2. *Masks (i) P2 (or equivalent) masks (ii) surgical masks using your latest stocktake figures***

Please see Table 1 below for the DHB quantity of masks as at COB Friday 24 April 2020.

**TABLE 1**

<b>P2 (or equivalent) : n95</b>		
Mask face partic.filter n95 duckbill (50 per box)	Box	411
<b>n95 Masks Total 411</b>		
<b>Surgical masks</b>		
Mask face surg. anti fog (50 per box)	Box	189
Mask face surg. duckbill (50 per box)	Box	301
Mask face surg. ear loop (50 per box)	Box	9163
Mask face surgical pleated ear loop kids (50 per box)	Box	25
<b>Surgical Masks Total 9678</b>		

<sup>1</sup> Nelson Marlborough District Health Board



This response has been provided under the Official Information Act 1982. You have the right to seek an investigation by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or free phone 0800 802 602.

If you have any questions about this decision please feel free to email our OIA Coordinator [OIArequest@nmdhb.govt.nz](mailto:OIArequest@nmdhb.govt.nz). I trust that this information meets your requirements. NMH, like other agencies across the state sector, supports the open disclosure of information to assist the public's understanding of how we are delivering publicly-funded healthcare. This includes the proactive publication of anonymised Official Information Act responses on our website from 10 working days after they have been released. If you feel that there are good reasons why your response should not be made publicly available, we will be happy to consider.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'P. Bramley', with a long horizontal flourish extending to the right.

Dr Peter Bramley  
**Chief Executive**

cc: Ministry of Health via email: [SectorOIA@moh.govt.nz](mailto:SectorOIA@moh.govt.nz)

Nelson Marlborough District Health Board  
30 April 2020

Hi Wendy

Thank you for your email.

I have asked the inventory lead to prioritise Point 2 (of 9) **Masks**.

Accordingly we will respond in due course.

Best Regards



25 May 2020

Dear Wendy

### Notice of Decision

Further to our partial response for Part 2 (Masks) dated 12 May 2020, Nelson Marlborough DHB has reached a decision to grant this request.

It will take further time to complete internal consultation by the necessary people.

The information requested will be made available without undue delay.

At this stage, an estimated timeframe for the release of information is within 20 working days.

Best Regards

[REDACTED]

[REDACTED] | **Official Information Act Coordinator | Clinical Governance Support**  
Nelson Marlborough District Health Board | Private Bag 18 | Nelson 7040 | 03 546 1522

DISCLAIMER: This electronic message together with any attachments is confidential. If you are not the intended recipient, do not copy, disclose or use the contents in any way.

Please also advise us by return e-mail that you have received the message and then please destroy. NMDHB is not responsible for any changes made to this message and / or any attachments after sending by NMDHB. We use virus scanning software but exclude all liability for viruses or anything similar in this email or any attachment.



28 May 2020

Wendy McGuiness  
McGuiness Institute  
Via Email: [WMcg@mcguinessinstitute.org.nz](mailto:WMcg@mcguinessinstitute.org.nz)

## Response to a request for official information

Dear Wendy

Thank you for your request for official information received 25 March 2020 by Nelson Marlborough Health (NMH)<sup>1</sup>, followed by the necessary extension of time 24 April 2020 and notice of decision 25 May 2020, where you seek the following information:

***The locations (e.g. hospital name), quantities, brand names, number of uses (i.e. are they disposable or reusable?), purchase dates and expiry dates.***

Please see our response for quantities of various items, as at the 24 April 2020 stocktake, below.

Please note that information is not available in a form that identifies the location, brand name, number of uses, purchase dates and expiry dates for each item, and to gather this information would require a significant amount of time and resource. As such, NMH declines to respond for these aspects of your request under section 18(f) *'the information requested cannot be made available without substantial collation and research'*.

### 1. Gowns

#### NMH response

10680

### 2. Masks (i) P2 (or equivalent) masks (ii) surgical masks

#### NMH response

**TABLE 1**

#### **P2 (or equivalent) : n95**

Mask face partic.filter n95 duckbill (50 per box)	Box	411
<b>n95 Masks Total</b>		<b>411</b>

#### **Surgical masks**

Mask face surg. anti fog (50 per box)	Box	189
Mask face surg. duckbill (50 per box)	Box	301
Mask face surg. ear loop (50 per box)	Box	9163
Mask face surgical pleated ear loop kids (50 per box)	Box	25
<b>Surgical Masks Total</b>		<b>9678</b>

<sup>1</sup> Nelson Marlborough District Health Board

### **3. Goggles**

#### NMH response

Glasses safety (over spectacle type) – 104

### **4. Gloves**

#### NMH response

2486 Boxes (250)

### **5. Disinfectant (e.g. bleach)**

#### NMH response

Quantity not readily available; as such, NMH declines to respond under section 18(f) *'the information requested cannot be made available without substantial collation and research'*.

### **6. Hand sanitiser**

#### NMH response

**TABLE 2**

Handwash antiseptic alcohol based 400ml	Each	20
Handwash antiseptic alcohol based 50ml	Each	6
Handwash cleanser chlorhexidine 2% 1.5l	Each	55
Handwash skincare cleanser 1.5l white	Each	56

### **7. Oxygen tanks**

#### NMH response

Each hospital utilises an oxygen refill system carried out on site by a specialised tanker.

### **8. CT scanners**

#### NMH response

Nelson Hospital – 1  
Wairau (Blenheim) Hospital – 1

### **9. Medical ventilators**

#### NMH response


Medical ventilators

- Non-invasive – 13
- Invasive ventilators (also capable of non-invasive ventilation) – 5
- Transport ventilators (also capable of non-invasive ventilation) – 4
- Neonatal ventilators – 2

This response has been provided under the Official Information Act 1982. You have the right to seek an investigation by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or free phone 0800 802 602.

If you have any questions about this decision please feel free to email our OIA Coordinator [OIArequest@nmdhb.govt.nz](mailto:OIArequest@nmdhb.govt.nz). I trust that this information meets your requirements. NMH, like other agencies across the state sector, supports the open disclosure of information to assist the public's understanding of how we are delivering publicly-funded healthcare. This includes the proactive publication of anonymised Official Information Act responses on our website from 10 working days after they have been released. If you feel that there are good reasons why your response should not be made publicly available, we will be happy to consider.

Yours sincerely

A handwritten signature in black ink, consisting of a stylized 'P' followed by a long horizontal line that ends in a small loop.

Dr Peter Bramley  
**Chief Executive**



30 March 2020

Wendy McGuinness  
Chief Executive  
McGuinness Institute  
[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Wendy

### Official Information Act Request

You have asked for information about the National Reserve Supply (NRS) stored by district health boards.

*...we are asking all DHBs to share with us, and ideally place on their websites, the following information as applicable on the items listed below: the locations (e.g. hospital name), quantities, brand names, number of uses (i.e. are they disposable or reusable?), purchase dates and expiry dates:*

1. Gowns
2. Masks
3. Goggles
4. Gloves
5. Disinfectant (e.g. bleach)\*
6. Hand sanitiser\*
7. Oxygen tanks\*
8. CT scanners\*
9. Medical ventilators\*

*The items asterisked above are ones for which we understand the information might need to be sought from hospitals in your district. For this reason, we thought a two batch approach to supplying this information might be realistic, Batch 1 being the PPEs (1–4 above) and Batch 2 (5–9).*

You have requested a substantial amount of information. At this time Northland DHB, along with many other agencies, has diverted significant resources from across our organisation to support the COVID-19 response. Northland DHB is working closely our Northern region (Waitemata, Auckland and Counties Manukau DHBs) district health board colleagues to manage the expected demand on health services as a result of the COVID19 pandemic. Collectively we are responsible for the health of more than 1.7m people in the Northern region and all of our staff are concentrating on measures to manage the impact of this virus

The information you have requested cannot be made available without substantial manual collation and research by staff tasked with managing our response to COVID 19. I have therefore decided to decline your request in accordance with section 18(f) of the Official Information Act. You have a right to complain to the Ombudsman about my decision to decline your request.

Yours sincerely

A handwritten signature in black ink, appearing to read 'NCR', with a long horizontal flourish extending to the right.

**Dr Nick Chamberlain**  
**Chief Executive**





6 May 2020

Wendy McGuinness  
Chief Executive  
McGuinness Institute  
[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Wendy

**Official Information Act Request**

You have asked for information on masks.

*Can you tell us the approximate number of (i) P2 (or equivalent) masks and (ii) surgical masks you have in stock in your DHB – using your last stock take figures. We assume you will have provided this information to MoH and hope this is not time consuming. Can you also provide the date of the stocktake?*

As at 4 May 2020 Northland DHB had 67,460 P2 (or equivalent) masks and 745 surgical masks.

If you have any queries relating to Northland DHB's response to your information request please contact me.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Nick Chamberlain'.

**Dr Nick Chamberlain**  
Chief Executive

**NORTHLAND DISTRICT HEALTH BOARD**

*Te Pouiri Hauora Ā Rohe o Te Tai Tokerau*



20 August 2020

Wendy McGuiness  
McGuiness Institute  
[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Wendy

**Official Information Act Request**

You have asked for information PPE supply.

The spreadsheet you supplied has been completed (data as at 17 August 2020) and is attached. Please note that we are anticipating arrival of Northland DHB's allocation from the national ventilator procurement.

If you have any queries relating to Northland DHB's response to your information request please contact me.

Yours sincerely

A handwritten signature in black ink, appearing to read 'NICK', followed by a long horizontal line.

**Dr Nick Chamberlain**  
**Chief Executive**

Tuesday, August 25, 2020 at 15:48:28 New Zealand Standard Time

**Subject:** RE: Official Information Act request – Inventory of medical items including PPE (initial email sent on 25 March 2020)  
**Date:** Friday, 8 May 2020 at 12:53:29 PM New Zealand Standard Time  
**From:** [REDACTED]  
**To:** [REDACTED]  
**Attachments:** image001.png, image004.png, image005.png, image006.png, image007.png, image002.jpg, image003.png

Hi [REDACTED],

Response below:

Hi Wendy,

Apologies for not receiving your initial request for this information. Our stock take for masks is as below, this stock take was undertaken today the 8<sup>th</sup> of May 2020.

1. P2 / N95 masks – 26,664
2. Surgical masks – 51,200

Many Thanks

[REDACTED]  
**Procurement & Contracts Manager**

South Canterbury District Health Board  
Private Bag 911, Timaru  
Phone 03 687 2228 | Mobile 027 461 2671  
[www.scdhb.health.nz](http://www.scdhb.health.nz) | [twitter.com/SouthCantyDHB](https://twitter.com/SouthCantyDHB)

---

**From:** [REDACTED]  
**Sent:** [REDACTED]  
**To:** [REDACTED]  
**Subject:** [REDACTED] – Inventory of medical items including PPE (initial email sent on 25 March 2020)

Hi [REDACTED]

I have received the below OIA request and was wondering if you would be able to provide the answers, or put me onto who can?

We need to respond by the 28.5.20

Kind Regards

[REDACTED]  
rator – DDI (03) 687 2383  
South Canterbury District Health Board  
Private Bag 911, Timaru

**From:** [REDACTED]  
**Date:** Thursday, 17 September 2020 at 9:33 AM  
**To:** Wendy McGuinness <[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)>  
**Subject:** FW: Official Information Act request – Inventory of medical items including PPE

Good morning Wendy

Apologies for the delay in getting this information back to you. [REDACTED] has provided the below response:

Stocktake was undertaken today 4th of September, consumable numbers are from the stock held in our Stores Department at Timaru Hospital.

Note numbers are in eaches:

1. P2 / N95 Masks – 31,224  
Surgical Masks – 89,700
2. Goggles / Visors – 7,130
3. Gloves – 835,100
4. Disinfectant (Bleach) - 0
5. Hand Sanitiser – 1589 x 500mls
6. Oxygen Tanks – 1 x note this does not include portable oxygen cylinders, is this required?
7. CT Scanners - 1
8. Medical Ventilators – 11 plus 1 transportable

Ngā mihi

[REDACTED]  
Communications

**South Canterbury District Health Board**

Private Bag 911, Timaru  
Ex 8301 | Ph [03 687 2383](tel:036872383) | Fax [03 688 0238](tel:036880238) | Mobile 021  
139 7442  
[www.scdhb.health.nz](http://www.scdhb.health.nz)



**OUR VALUES** - A Mātou Uara

**ICARE** – Kei Te Manaaki Āhau

**INTEGRITY** – Pono

**COLLABORATION** - Mahi Tahi

**ACCOUNTABILITY** – Whaiwhakaaro

**RESPECT** – Whakaute  
**EXCELLENCE** – Hiraka



**Southern District Health Board**  
Dunedin Hospital  
201 Great King Street  
Private Bag 1921  
DUNEDIN 9054

Chief Executive Officer  
Phone 03-476 9456 Fax 03-476 9450

3 April 2020

Ms Wendy McGuinness  
Chief Executive  
McGuinness Institute  
By Email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Ref 1929

Dear Ms McGuinness

### Official Information Act Request

I refer to your Official Information Act request received on 25 March 2020 in which you specifically requested the following:

Since late January the McGuinness Institute has been trying to understand what supply chain risks might arise if the epidemic in China became a pandemic. We have organised these risks into three categories of supply chain management, those impacting on:

1. healthcare workers, enabling them to stay safe while treating patients (e.g. personal protective equipment [PPE]);
2. patients, enabling them to get the best medical care (e.g. ventilators); and
3. the wider population, differentiating between people that are infected and not infected (e.g. testing equipment).

We are working with a diverse number of people on this issue who would like to know this information, such as philanthropists, manufacturers, procurement officers, doctors and nurses. To this end we are asking all DHBs to share with us, and ideally place on their websites, the following information as applicable on the items listed below: the locations (e.g. hospital name), quantities, brand names, number of uses (i.e. are they disposable or reusable?), purchase dates and expiry dates:

1. Gowns
2. Masks
3. Goggles
4. Gloves
5. Disinfectant (e.g. bleach)\*
6. Hand sanitiser\*
7. Oxygen tanks\*
8. CT scanners\*
9. Medical ventilators\*

The items asterisked above are ones for which we understand the information might need to be sought from hospitals in your district. For this reason, we thought a two batch approach to supplying this information might be realistic, Batch 1 being the PPEs (1–4 above) and Batch 2 (5–9).

You have requested a substantial amount of information regarding COVID-19. At this time Southern DHB has diverted significant resources from across the organisation to support the COVID-19 response.

To provide the information you have requested would require an extensive and substantial amount of manual research and collation, at a time where we are responding to a pandemic. Southern DHB is therefore unable to respond to your request under section 18(f) of the Official Information Act at this time. It is not currently reasonable to extend the timeframe to respond.

You have the right to seek an investigation and review of our decision by the Ombudsman. The Ombudsman's Office can be contacted on 0800 802 602 or on-line at <http://www.ombudsman.parliament.nz/>.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Chris Fleming', with a stylized flourish at the end.

Chris Fleming  
Chief Executive Officer

Southern District Health Board  
1 May 2020

Dear Wendy,

Please accept this as an acknowledgment of your Official Information Act request below.

I will have a response to you on or before 28 May 2020.

Kind regards,

A black rectangular redaction box covering the signature of the sender.





**Southern District Health Board**  
 Dunedin Hospital  
 201 Great King Street  
 Private Bag 1921  
 DUNEDIN 9054

Chief Executive Officer  
 Phone 03-476 9456 Fax 03-476 9450

28 May 2020

Ms Wendy McGuinness  
 McGuinness Institute  
 By Email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Ref 1944

Dear Ms McGuinness

### Official Information Act Request

I refer to your Official Information Act request received 30<sup>th</sup> April 2020 in which you specifically requested the following:

Can you tell us the approximate number of (i) P2 (or equivalent) masks and (ii) surgical masks you have in stock in your DHB – using your last stock take figures. Can you also provide the date of the stocktake?

Please see attached stocktake figures as at 28 April 2020.

#### 1. Operational Stock

	Masks (in units)	
	General purpose (surgical)	P2/N95
Weekly usage	33350	7470
Stock arrived	25000	0
Balance: Current amount in stock	145450	13490
Order quantity outstanding	67200	40960

## 2. Locally held pandemic reserve stock

	Masks (in units)	
	General purpose (surgical)	P2/N95
Current amount in stock	97450	120180
Quantity used during reporting period	117150	10420

Operational stock is the day to day stock owned and used in the Southern DHB, whereas the Pandemic Stock is set aside specifically to support events such as COVID-19. Both are required to meet the needs in an event such as we have experienced in April 2020.

You have the right to seek an investigation and review of our decision by the Ombudsman. The Ombudsman's Office can be contacted on 0800 802 602 or on-line at <http://www.ombudsman.parliament.nz/>.

Yours sincerely



Chris Fleming  
Chief Executive Officer

**From:** [REDACTED]  
**Date:** Thursday, 27 August 2020 at 11:16 AM  
**To:** Wendy McGuinness <[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)>  
**Cc:** [REDACTED]  
**Subject:** RE: Official Information Act request – Inventory of medical items including PPE

Hi Wendy

I am the infection control CNS I don't PPE stock levels we have I have cc'd George who is our logistic manager who may be able to help you

Thanks

[REDACTED]



Taranaki District Health Board  
Private Bag 2016  
New Plymouth 4342  
New Zealand  
Telephone 06 753 6139  
Facsimile 06 753 7770  
Email  
corporate@tdhb.org.nz  
Website www.tdhub.org.nz

30 March 2020

Wendy McGuinness  
Chief Executive

[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Ms McGuinness

**NATIONAL RESERVE SUPPLY (NRS) STORED BY DHBs**

You have requested a significant amount of information regarding DHBs National Reserve Supply (NRS).

At this time we, along with other DHBs and many other agencies have diverted significant resources across the organisation to support the COVID-19 response.

Taranaki DHB is unable to respond to your request under 18(f) of the Official Information Act, as the information cannot be made available without substantial manual collation by the same people tasked with efforts for the COVID-19 response. Taranaki DHB is not in a position to commit the resources required to respond to your request at this time. It is also not reasonable to extend the timeframe to respond at this time.

Under section 28 of the Act, you have the right to ask the Ombudsman to review any decision made under this request.

The health sector is working hard to ensure that the public is informed about COVID-19, with information updated daily on the Ministry of Health's website at: [www.health.govt.nz](http://www.health.govt.nz)

Yours sincerely

A handwritten signature in black ink, appearing to be "Wendy McGuinness".

ny M  
**Personal Assistant  
to Chief Executive**

7 May 2020

Wendy McGuinness  
Chief Executive  
McGuinness Institute

[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Ms McGuinness

**OIA RESPONSE – MEDICAL ITEMS INVENTORY**

In response to your OIA request of 30 April please refer to our response as below:

**Request**

*We appreciate how busy you are at this time, so we have reduced our OIA request to just focus on masks. Can you tell us the approximate number of (i) P2 (or equivalent) masks and (ii) surgical masks you have in stock in your DHB – using your last stock take figures. We assume you will have provided this information to MoH and hope this is not time consuming. Can you also provide the date of the stocktake?*

**Response**

As at 5 May 2020

- P2 Masks or equivalent – 6,040 boxes of 50 each – 1,000 boxes on weekly order from the MoH, ETA tomorrow.
- Surgical Earloop masks – 162 boxes of 50 each - 2,000 boxes on weekly order from the MoH, ETA tomorrow.

Yours sincerely



██████ M ██████  
**Personal Assistant to CE**



**Taranaki District Health Board**  
Private Bag 2016  
New Plymouth 4620  
New Zealand  
Telephone 06 753 6139  
Fax: 06 753 7770  
Email: [corporate@tdhb.org.nz](mailto:corporate@tdhb.org.nz)  
[www.tdhd.org.nz](http://www.tdhd.org.nz)

**Taranaki Base Hospital**  
Private Bag 2016  
New Plymouth 4620  
New Zealand  
Phone: 06 753 6139  
Fax: 06 753 7710

**Hāwera Hospital**  
Post Office Box 98  
Hāwera  
New Zealand  
Phone: 06 278-9929  
Fax: 06 278 9910

**Stratford Health Centre**  
Phone: 06 765 7189

**Opunake Medical Centre  
(CoastalCare)**  
Phone: 06 761 7324

**Pātea Health Centre**  
Phone: 06 273 8088

**Waitara Health Centre**  
Phone: 06 754 7150

**Mōkau Health Centre**  
Phone: 06 752 9723

31 July 2020

Wendy McGuinness  
McGuinness Institute Te Hononga Waka  
PO Box 24-222  
WELLINGTON 6142

Email: [wmcg@mcquinnessinstitute.org](mailto:wmcg@mcquinnessinstitute.org)

Dear Ms McGuinness

**Re: Official Information Act**

I am responding on behalf of Taranaki District Health Board (DHB) to your OIA request of 23 July 2020. You have requested the following information:

*We are writing to follow up on the original OIA request sent to all DHBs on 25 March 2020 (see attachment). At the time, your DHB completed a partial response upon our request due to COVID-19's impact on DHB resource availability. We now request that your DHB comprehensively answers the OIA.*

*To date, the responses that we have received have led to the development of a comprehensive excel spreadsheet containing information on PPE supply across New Zealand's DHBs. We believe that this resource will be extremely useful to help plan and prepare for the current and possible future pandemics.*

*We have attached the spreadsheet as a template to aid your response. We hope that the excel spreadsheet will make the request easier to complete on your DHB's behalf. Please fill in this spreadsheet to the best of your DHB's ability.*

Enclosed please find a copy of the completed spreadsheet.

I trust the above information answers your OIA request.

Yours sincerely

A handwritten signature in black ink, appearing to read "Gill Campbell".

Gillian Campbell  
**Chief Operating Officer**

Enc.

**From:** "[REDACTED] [TDHB]" [REDACTED]  
**Date:** Thursday, 13 August 2020 at 11:52  
**To:** Wendy McGuinness <[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)>  
**Subject:** Taranaki DHB OIA

Good Afternoon – Please refer to the attached OIA response from Taranaki DHB.

*Regards*

[REDACTED]  
*Personal Assistant to  
Rosemary Clements  
Chief Executive*

T 06 753 7781  
M 027 3444 214  
E [Jenny.McLennan@tdhb.org.nz](mailto:Jenny.McLennan@tdhb.org.nz)  
W [www.tdhd.org.nz](http://www.tdhd.org.nz)

Taranaki District Health Board, David Street, Private Bag 2016, New Plymouth 4342  
*Taranaki Together, a Healthy Community Taranaki Whanui He Rohe Oranga*



**TE AHU**  
TARANAKI DHB VALUES

Partnership  
WHANAUNGATANGA

Courage  
MANAWANUI

Empowerment  
MANA MOTUHAKÉ

People Matter  
MAHAKITANGA

Safety  
MANAAKITANGA



17 April 2020

Wendy McGuinness  
Chief Executive  
McGuinness Institute  
By email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Ms McGuinness

**Request for information regarding National Reserve Supply stored by DHB**

Thank you for your request for information received by email on 25 March 2020.

You have requested a substantial amount of information. At this time the Waikato DHB, along with many other agencies have diverted significant resources from across the organisation to support the COVID-19 response.

Waikato DHB is therefore unable to respond to your request at this time and is refusing the request relying on section 18(f) of the Official Information Act, as the information cannot be made available without substantial manual collation or research by the people tasked with leading the response to COVID-19.

The health sector is working hard to ensure that the public is informed about COVID-19 and the work to respond to it, with information updated daily on the Ministry of Health's website at: [www.health.govt.nz](http://www.health.govt.nz). Further information detailing all of government's approach can also be found here: <https://covid19.govt.nz>.

PPE is mentioned frequently in the daily media updates and releases:  
<https://www.health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus/covid-19-novel-coronavirus-news-and-media-updates>

You have the right to ask the Ombudsman to investigate and review the decisions made by Waikato DHB on your request. The contact details are:

The Ombudsman  
Office of the Ombudsmen  
P O Box 10-152  
WELLINGTON

Yours sincerely

Executive Director – Hospital and Community Services  
Waikato District Health Board



**From:** [REDACTED]

**Date:** Friday, 24 July 2020 at 11:53

**To:** Wendy McGuinness <[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)>

**Subject:** Official Information Act request 13006 – Inventory of medical items including PPE

Kia ora Ms McGuinness

I wish to acknowledge receipt of your OIA request 13006.

The Waikato DHB aims to provide you with a response within 20 working days.

Regards

[REDACTED]

[REDACTED] | Personal Assistant to Executive Director, Hospital and Community Services | Waikato District Health Board | p +64 7 839 8697 | m 027 406 0165 | e [REDACTED]



27 August 2020

Ms Wendy McGuinness  
Chief Executive, McGuinness Institute  
Email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Ms McGuinness,

**Official Information Act Request**

Further to your request for information of Thursday 23 July 2020 under the Official Information Act 1982 please find attached our response to the information sought in the attached spreadsheet

This represents our holdings or the specific point in time.

We trust the attached information assists you in the completion of a comprehensive data set.

Waikato DHB supports the open disclosure of information to assist community understanding of how we are delivering publically funded healthcare. This includes the proactive publication of anonymised Official Information Act responses on our website from 10 working days after they have been released.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'M. Cawthorne'.

**MARK R. CAWTHORNE**  
**EXECUTIVE DIRECTOR: FINANCE, PROCUREMENT AND SUPPLY CHAIN**

Wairarapa DHB  
1 May 2020

Dear Wendy

**Official information request.**

I am writing to acknowledge receipt of your official information request dated 30 April 2020 regarding PPE Masks.

**It should be noted that many key staff involved with the sourcing and preparation of material for your OIA request are also directly involved with work associated with COVID-19.**

**This may impact on our ability to respond to certain OIA requests within normal timeframes. If this is the case we will notify you as soon practical.**

We received your request on 30 April 2020. We will endeavour to respond to your request as soon as possible and in any event no later than 28 May 2020, being 20 working days after the day your request was received. If we are unable to respond to your request by then, we will notify you of an extension of that timeframe.

If the information requested cannot be made available without substantial collation, under section 18(f) and section 18A(1)(a) of the Official Information Act 1982 we may refuse the request or fix a charge under section 15. If your request falls into this category we will inform you as soon as possible.

If any additional factors come to light that are relevant to your request, please do not hesitate to contact us so that these can be taken into account.

Please note that, like all DHBs across New Zealand, Wairarapa DHB has adopted a model of proactive disclosure which sees OIA responses publicly available on our website no less than one week after they have been released.

If you believe there are any special reasons why proactive disclosure should not apply to your response, we will be happy to consider this.

Yours sincerely



8 May 2020

Wendy McGuinness

Email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Wendy

### Official information request W20-450

I refer to your official information request dated 30 April 2020.

#### Request:

Can you tell us the approximate number of (i) P2 (or equivalent) masks and (ii) surgical masks you have in stock in your DHB – using your last stock take figures. We assume you will have provided this information to MoH and hope this is not time consuming. Can you also provide the date of the stocktake?

#### Response:

The information you have requested is below.

Stock levels as of the 1 May 2020\*.

Item	Central Stores		
	stock	COVID Stock	Pandemic
Technol Mask 46727 - Duck bill style	350	0	7,350
AT79595 Mask Fluid Shield N95 -ML	0	1,550	6,240
Surgical Masks disposable 3 Ply Ear - Loop	8,600	14,750	100,000

*\*Please note that this summary is a snapshot. It doesn't reflect any purchase orders in progress and the centralised procurement / storage and distribution of personal protective equipment for Capital and Coast DHB, Hutt Valley DHB and Wairarapa DHB.*

Wairarapa DHB Stores department does a daily stock take for internal purposes. A weekly stock take is undertaken for Ministry of Health reporting.

Please note that this response, or an edited version of this response, may be published on the Wairarapa District Health Board website no less than one week after the response has been provided to you. Any personal or identifying information will be redacted from any response published online. The DHB will endeavour to resolve any concerns you should raise but, subject to any legal grounds for withholding, ultimately reserves the right to publish any information.

If you wish to discuss this response with us, please feel free to contact:

Caroline van Deventer

Communications Administrator

Email: [caroline.vanDeventer@wairarapa.dhb.org.nz](mailto:caroline.vanDeventer@wairarapa.dhb.org.nz)

Ph: 06 946 9800, ext 5840,

Yours sincerely

A handwritten signature in blue ink that reads "Dale P. Oliff". The signature is written in a cursive style with a dot over the 'i' in "Oliff".

Dale Oliff

**Chief Executive**

**From:** "OIA Request [WrDHB]" [REDACTED]  
**Date:** Friday, 24 July 2020 at 13:02  
**To:** Wendy McGuinness <[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)>  
**Subject:** W20-488 OIA acknowledgement

Dear Wendy

I am writing to acknowledge receipt of your official information request dated 23 July 2020 for PPE Inventory.

We received your request on 24 July 2020. We will endeavour to respond to your request as soon as possible and in any event no later than 21 August 2020, being 20 working days after the day your request was received. If we are unable to respond to your request by then, we will notify you of an extension of that timeframe.

If the information requested cannot be made available without substantial collusion, under section 18(f) and section 18A(1)(a) of the Official Information Act 1982 we may refuse the request or fix a charge under section 15. If your request falls into this category we will inform you as soon as possible.

Please note that, like all DHBs across New Zealand, Wairarapa DHB has adopted a model of proactive disclosure which sees OIA responses publicly available on our website no less than one week after they have been released.

If you believe there are any special reasons why proactive disclosure should not apply to your response, we will be happy to consider this.

Yours sincerely

[REDACTED]  
OIA Coordinator

21 August 2020

Wendy McGuinness

Email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Wendy

**Official information request W20-488**

I refer to your official information request dated 21 August 2020.

**Request:**

We are writing to follow up on the original OIA request sent to all DHBs on 25 March 2020 (see attachment). At the time, your DHB completed a partial response upon our request due to COVID-19's impact on DHB resource availability. We now request that your DHB comprehensively answers the OIA.

To date, the responses that we have received have led to the development of a comprehensive excel spreadsheet containing information on PPE supply across New Zealand's DHBs. We believe that this resource will be extremely useful to help plan and prepare for the current and possible future pandemics.

We have attached the spreadsheet as a template to aid your response. We hope that the excel spreadsheet will make the request easier to complete on your DHB's behalf. Please fill in this spreadsheet to the best of your DHB's ability.

Each response we receive will be uploaded on to our website, which you can view [here](#).

**Response:**

The information you have requested is attached.

Please note this information is a snapshot of our stock as of the 17 August 2020. Stock levels will change on a daily basis and the supply of PPE gear is arranged at a regional and national level and as such this information does not fully represent the availability of PPE gear for Wairarapa DHB.

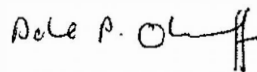
Please note that this response, or an edited version of this response, may be published on the Wairarapa District Health Board website no less than one week after the response has been provided to you. Any personal or identifying information will be redacted from any response published online. The DHB will endeavour to resolve any concerns you should raise but, subject to any legal grounds for withholding, ultimately reserves the right to publish any information.

If you wish to discuss this response with us, please feel free to contact:

Caroline van Deventer, Communications Administrator

Email: [caroline.vanDeventer@wairarapa.dhb.org.nz](mailto:caroline.vanDeventer@wairarapa.dhb.org.nz), Ph: 06 946 9800, ext 5840

Yours sincerely



Dale Oliff

Chief Executive

**Attached:** Excel PPE spreadsheet



**Waitematā DHB**  
**Monday 30 March**

Dear Wendy

You have requested a substantial amount of information. At this time, we, along with many other agencies, have diverted significant resources from across the organisation to support the COVID-19 response.

Waitematā DHB is unable to respond to your request under section 18(f) of the Official Information Act, as the information cannot be made available without substantial manual collation or research by the people tasked with leading the response to COVID-19. It is not reasonable to extend the timeframe to respond at this time.

While we appreciate that there is a significant public interest in the Government's response, we are not in a position to commit the resources required to respond to your request at this time.

The health sector is working hard to ensure that the public is informed about COVID-19 and the work to respond to it, with information updated daily on the Ministry of Health's website at: [www.health.govt.nz](http://www.health.govt.nz).

Further information detailing all of government's approach can also be found here: <https://covid19.govt.nz>.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

If you wish to discuss any aspect of your request with us, including this decision, please feel free to contact our Official Information Act Manager, Denise Poole on [denise.poole@waitematadhb.govt.nz](mailto:denise.poole@waitematadhb.govt.nz) or 021 198 0623.

Please note the correct email address for any future OIA requests you send to Waitematā DHB is: [info@waitematadhb.govt.nz](mailto:info@waitematadhb.govt.nz).

Kind regards

Waitematā District Health Board  
30 April 2020

Dear Wendy,

Thank you for your Official Information Act request, received today.

We will provide a formal response to your request within the 20 working days allowed under the Act.

If for any reason we are unable to meet this deadline and need to extend the timeframe for your response, we will be in touch to advise why this has been necessary and to indicate when your response will be ready.

Please note that Waitematā DHB supports the open disclosure of information to assist community understanding of how we are delivering publicly-funded healthcare. This includes the proactive publication of anonymised Official Information Act responses on our website from 10 working days after they have been released.

If you feel that there are good reasons why your response should not be made publicly available, we will be happy to consider this.

Kind regards





**Waitematā**  
District Health Board  
**Best Care for Everyone**

**DHB Board Office**  
15 Shea Terrace  
Takapuna, Auckland 0622  
Private Bag 93-503, Takapuna  
North Shore City 0740  
Telephone: 09 486 8900  
Facsimile: 09 486 8924  
[www.waitematadhb.govt.nz](http://www.waitematadhb.govt.nz)

11 May 2020

Wendy McGuinness  
McGuinness Institute  
[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Wendy

**Re: OIA request – Number of masks in stock**

Thank you for your Official Information Act request received 30 April 2020 seeking information about the number of P2 and surgical masks in stock from Waitematā District Health Board (DHB).

Before responding to your specific questions, it may be useful to provide some context about our services.

Waitematā DHB serves a population of more than 630,000 across the North Shore, Waitakere and Rodney areas, the largest and one of the most rapidly growing DHBs in the country. We are the largest employer in the district, employing around 7,500 people across more than 80 different locations.

In addition to providing services to our own population, we are also the metropolitan Auckland provider of forensic psychiatry, child disability services, child community dental services and community alcohol and drug services.

As noted by the Ministry of Health (MoH), a well-fitting surgical/medical grade mask provides protection from droplets produced by the wearer because these are contained within the mask. It also protects the wearer from infectious respiratory droplets produced when a person within one metre of them coughs or sneezes. N95/P2 respirators filter small particles produced during aerosol-generating procedures (AGP). AGP are a set of interventions involving the upper and lower respiratory tract that can generate droplets that contain infectious respiratory secretions. More information about the role of face masks is available on the MoH website:  
[www.health.govt.nz/covid19-hp-advice](http://www.health.govt.nz/covid19-hp-advice)

In response to your request, we are able to provide the following information:

**1. Can you tell us the approximate number of**

**(i) P2 (or equivalent) masks.**

The number of P2 (or equivalent) masks that Waitematā DHB had in stock as at 30 April 2020 was 140,860.

(ii) surgical masks you have in stock in your DHB using your last stock take figures.

The number of surgical masks that Waitematā DHB had in stock as at 30 April 2020 was 204,550.

**2. Can you also provide the date of the stocktake?**

As noted above, the figures provided are as at 30 April 2020.

I trust that this information is helpful.

Waitematā DHB supports the open disclosure of information to assist community understanding of how we are delivering publicly funded healthcare. This includes the proactive publication of anonymised Official Information Act responses on our website from 10 working days after they have been released.

If you consider there are good reasons why this response should not be made publicly available, we will be happy to consider your views.

Yours sincerely



  
**COVID-19 Executive Lead**  
**Waitematā District Health Board**

**From:** "[REDACTED] (WDHB)" [REDACTED]  
**Date:** Monday, 27 July 2020 at 10:18  
**To:** Wendy McGuinness <[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)>  
**Cc:** "[REDACTED] (WDHB)" [REDACTED]  
**Subject:** Acknowledging your OIA request

Dear Wendy

Thank you for your Official Information Act request, received 23 July.

We will provide a formal response to your request within the 20 working days allowed under the Act.

If for any reason we are unable to meet this deadline and need to extend the timeframe for your response, we will be in touch to advise why this has been necessary and to indicate when your response will be ready.

Please note that Waitematā DHB supports the open disclosure of information to assist community understanding of how we are delivering publicly-funded healthcare. This includes the proactive publication of anonymised Official Information Act responses on our website from 10 working days after they have been released.

If you feel that there are good reasons why your response should not be made publicly available, we will be happy to consider this.

Kind regards  
[REDACTED]

[REDACTED] I Senior Administration Assistant  
**Communications I Waitematā DHB**  
Level 2, 15 Shea Terrace, Private Bag 93-503, North Shore 0740  
[www.waitematadhb.govt.nz](http://www.waitematadhb.govt.nz)  
Part-time hours: Monday - Thursday

**From:** "[REDACTED] (WDHB)" [REDACTED]  
**Date:** Friday, 7 August 2020 at 13:23  
**To:** Wendy McGuinness <[wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)>  
**Cc:** "[REDACTED] (WDHB)" [REDACTED]  
**Subject:** Transfer of OIA request 20105

Hi Wendy,  
Please see the attached transfer letter regarding your OIA request.

Regards

[REDACTED]

[REDACTED] | Senior Administration Assistant  
**Communications | Waitematā DHB**  
Level 2, 15 Shea Terrace, Private Bag 93-503, North Shore 0740  
p: 09 486 8920 ext 47012 | [www.waitematadhb.govt.nz](http://www.waitematadhb.govt.nz)  
Part-time hours: Monday - Thursday



**Waitematā**  
District Health Board  
**Best Care for Everyone**

**DHB Board Office**

15 Shea Terrace  
Takapuna, Auckland 0622  
Private Bag 93-503, Takapuna  
North Shore City 0740  
Telephone: 09 486 8900  
Facsimile: 09 486 8924  
[www.waitematahnb.govt.nz](http://www.waitematahnb.govt.nz)

---

7 August 2020

Wendy McGuinness

Email: [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Wendy

**Re: Official Information Act request – inventory of medical items**

I refer to your official information request dated 23 July for information regarding medical equipment stocks.

We have transferred your request to the Northern Region Health Coordination Centre (NRHCC). The information to which your request relates is believed to be more closely connected with the functions of the NRHCC. In these circumstances, we are required by section 14 of the Official Information Act to transfer your request.

You will hear further from NRHCC concerning your request.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'A. Reule'.

  
**Official Information Act Manager**  
**Waitematā District Health Board**

See CDHB



Whanganui DHB  
1 March 2020

Hi Wendy

Whanganui DHB – Mask stocktake

As of 30 April 2020 we have :

**N95 Masks P3/P2 55,070**  
**Surgical mask P2 152,900.**



Communications Manager



22 May 2020

Wendy McGuinness

100 Heads Road, Private Bag 3003  
Whanganui 4540, New Zealand

**Via email:** [wmcg@mcguinnessinstitute.org](mailto:wmcg@mcguinnessinstitute.org)

Dear Wendy

**Official Information Act Request – OIA 12879 National Reserve Supply (NRS) stored by DHBs**

On 30 April, under section 12 of the Official Information Act, you requested the following information from Whanganui District Health Board (WDHB):

We are working with a diverse number of people on this issue who would like to know this information, such as philanthropists, manufacturers, procurement officers, doctors and nurses. To this end we are asking all DHBs to share with us, and ideally place on their websites, the following information as applicable on the items listed below, the locations (e.g. hospital name), quantities, brand names, number of uses (i.e. are they disposable or reusable?), purchase dates and expiry dates:

1. Gowns
2. Masks
3. Goggles
4. Gloves
5. Disinfectant (e.g. bleach)\*
6. Hand sanitiser\*
7. Oxygen tanks\*
8. CT scanners\*
9. Medical ventilators\*

**Whanganui District Health Boards response:**

**Please see embedded document for items one to six.**

COVID supplies.xlsx

## 7.Oxygen tanks\*

We hire bottled oxygen. We hold a consignment stock level of bottles. We have a bulk oxygen tank for plumbed oxygen throughout the hospital which has a capacity of 4,083 cubic metres. The oxygen bottles are serviced and replaced when needed by WDHB's gas supplier.

## 8.CT scanners\*

Qty	Brand	Model	Purchase date
1	Siemens	Somatom Definition AS+	Feb-18

Note: The estimated useful life of the CT scanners is 7 years from the date of purchase.

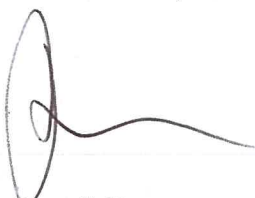
## 9.Medical ventilators\*

Qty	Brand	Model	Purchase date
3	Coviden	PB840	Dec-14
1	Hamilton	T1	Jun-18

Note: The estimated useful life of the medical ventilators is 7 years from the date of purchase.

Should you have any further queries about the above information, please contact our OIA co-ordinator Anne Phoenix at [anne.phoenix@wdhb.org.nz](mailto:anne.phoenix@wdhb.org.nz)

Yours sincerely



Russell Simpson  
**Chief Executive**