

CORPORATE OFFICE

Level 1
32 Oxford Terrace
Christchurch Central
CHRISTCHURCH 8011

Telephone: 0064 3 364 4160
Fax: 0064 3 364 4165
Ralph.Jasalle@cdhb.health.nz

2 March 2021

9(2)(a)

RE Official information request CDHB 10531

I refer to your email dated 25 January 2021, and clarified on 26 January 2021, requesting the following information under the Official Information Act from Canterbury DHB. Specifically:

- I am requesting the Christchurch District Health Board release all correspondence it had in 2020 with officials from Managed Isolation and Quarantine; the Ministry of Business, Innovation and Employment; The Ministry of Health, or any other Government ministry regarding the planning and coordination for the stay of 235 foreign fishermen who were granted a border exemption and arrived at the Sudima Hotel MIQ facility on October 16, 2020. I previously made a similar request for "the processes and management" of these fishermen, but in the release of information on January 22 - there was no correspondence from before the fishermen arrived in managed isolation and quarantine. My request also covers any correspondence the CDHB had with Sealord, Independent Fisheries and Maruha Nichiro on the the planning and coordination for the MIQ stay of 235 foreign fishermen.

Please refer to **Appendix 1**, which contains correspondence from Canterbury DHB staff to officials from Managed Isolation and Quarantine, Ministry of Business, Innovation and Employment, Ministry of Health and other Government organisations regarding the planning and coordination for the stay of 235 foreign fishermen who arrived at the Sudima Hotel in October 2020.

Canterbury DHB staff have not had any correspondence with officials from Sealord, Independent Fisheries or Maruha Nichiro on this same subject.

Please note: The correspondence contains some unmarked redactions which have been withheld due to being out of scope of the request. Some further areas of the correspondence have also been redacted, where they are protected under sections 9(2)(a) and 9(2)(g)(i) of the Official Information Act, i.e. to "protect the privacy of natural persons" and "maintain the effective conduct of public affairs through – the free and frank expression of opinions..."

I trust this satisfies your interest in this matter.

You may, under section 28(3) of the Official Information Act, seek a review of our decision to withhold information by the Ombudsman. Information about how to make a complaint is available at www.ombudsman.parliament.nz; or Freephone 0800 802 602.

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

Yours sincerely

A handwritten signature in blue ink, appearing to read 'R La Salle'.

Ralph La Salle
Acting Executive Director
Planning, Funding & Decision Support

From: Canterbury RIQ Plans @ Coord <riq.planscoord@canterburyecc.govt.nz>

Sent: Rātū, 29 Mahuru, 2020 10:04 a.m.

To: Canterbury RIQ Logs Manager <riq.logsmanager@canterburyecc.govt.nz>; Jessica Meates <Jessica.Meates@cdhb.health.nz>; Canterbury RIQ Site Manager <RIQ.SiteManager@canterburyecc.govt.nz>; PROTECT-TU650.7.3-OPS <PROTECT-TU650.7.3-OPS@nzdf.mil.nz>; Megan Gibbs <Megan.Gibbs@cdhb.health.nz>; Canterbury RIQ Ops Assistant <riq.opsassistant@canterburyecc.govt.nz>

Subject: FW: Tranche 1 Fisherman - 13 Oct 20 Unclassified[EXTERNAL SENDER]

Good morning Ladies and Gentlemen

Please see below from [REDACTED] reference the upcoming charter flights for the Russian fishermen. The 90% twin share is news to me, as I have communicated that our preference is single rooms.

Wellington is tracking that we have 230 rooms available at the Sudima and that we won't be putting other guests into the hotel over this time.

As I get more information I will let you know.

Regards

[REDACTED]

C-RIQ Plans and Coord

[REDACTED]

From: [REDACTED] <[REDACTED]@NZDF.mil.nz>

Sent: Tuesday, 29 September 2020 9:31 am

To: [REDACTED] <[REDACTED]@mpi.govt.nz>

Cc: Canterbury RIQ Plans @ Coord <riq.planscoord@canterburyecc.govt.nz>; Canterbury Regional Isolation & Quarantine <canterbury.riq@canterburyecc.govt.nz>; [REDACTED]

[REDACTED] <[REDACTED]@nzdf.mil.nz>; [REDACTED] <[REDACTED]@nzdf.mil.nz>;

[REDACTED] <[REDACTED]@maritimenz.govt.nz>; [REDACTED]

[REDACTED] <[REDACTED]@NZDF.mil.nz>; [REDACTED] <[REDACTED]@mbie.govt.nz>; [REDACTED] <[REDACTED]@mbie.govt.nz>

[REDACTED] <[REDACTED]@mbie.govt.nz>

Subject: Tranche 1 Fisherman - 13 Oct 20 Unclassified

Hi [REDACTED]

As discussed over the phone. Tranche 1 numbers need to be capped as of now. To date, I am tracking:

Christchurch:

- a. Date: 13 Oct – 27 Oct 20.

1 x Charter Flight (still need the details) of 242 pax. Mostly twin share. Ocean law to provide details of twin share / single rooms. Need dates confirmed.

Auckland:

- b. Date: 13 Oct – 27 Oct 20.

Commercial air (please confirm)– Up to 75 pax. Mostly twin share. Ocean law to provide details of twin share / single rooms. Need dates confirmed.

I would like to sit down and talk Tranche 1 details prior to Tranche 2.

I would like the following confirmed:

1. Pax numbers / details and flight details of Tranche 1 Auckland and room breakdown. NO more than 75 pax. We prefer mostly or all twin share.
2. Charter Flight details for the 13 Oct (It cannot be before the 13 Oct). Room break down twin / single for the 242 pax. We are tracking 90% twin share but need details.
3. Translator support for Auckland and Christchurch and who is the point of contact for this (once the support is confirmed ^{9(2)(a)} will liaise direct with companies):
 - a. Reception.
 - b. Day 3 / 12 testing.
 - c. Exit
4. Local and national points of contacts for RIQCC to talk with during the isolation period for incident management.

Regards,

^{9(2)(a)}

^{9(2)(a)}

COVID-19 Managed Isolation & Quarantine
New Zealand Army

^{9(2)(a)}

The information contained in this Internet Email message is intended for the addressee only and may contain privileged information, but not necessarily the official views or opinions of the New Zealand Defence Force. If you are not the intended recipient you must not use, disclose, copy or distribute this message or the information in it. If you have received this message in error, please Email or telephone the sender immediately.

[REDACTED]

From: 9(2)(a)@mbie.govt.nz
Sent: Rāpare, 08 Whiringa ā-nuku, 2020 12:14 p.m.
To: 9(2)(a)@avsec.govt.nz
Cc: Canterbury RIQ Plans @ Coord <riq.planscoord@canterburyecc.govt.nz>; Jessica Meates <Jessica.Meates@cdhb.health.nz>
Subject: RE: Interpreting services [UNCLASSIFIED][EXTERNAL SENDER]

Hi 9(2)(a)

Thanks for the info, this is really good intel to know what's coming up and we could look into the resource planning. Just would like to double check are these 240 fishermen all going to Chch MIFQs and at this point would you know which MIFQ they will be staying at?

As the video interpreting service won't be available until November, the options we have are phone interpreting and face to face interpreters. I'm in the process of building a process for phone interpreting service at MIFs and hopefully that will be ready next week. Now that I have your contact details I might test the thinking with you before communicating to the wider team, if that's alright with you.

However to accommodate such a large group presumably face to face interpreters is preferred. Therefore if you could continue with your current process (I understand that the interpreting is currently supported through DHB's in house translators), and the phone interpreting can support any ad hoc requests. Alternatively we could request for face to face interpreting service with other providers if you need it, please let me know.

Hope this helps and please let me know if you need any support in the meantime.

Ngā mihi,

9(2)(a)

From: 9(2)(a)@avsec.govt.nz
Sent: Thursday, 8 October 2020 11:30 a.m.
To: 9(2)(a)
Cc: Canterbury RIQ Plans @ Coord; Jessica Meates
Subject: RE: Interpreting services [UNCLASSIFIED]

Hi 9(2)(a)

Thanks for the conversation yesterday, your time was appreciated. As per our talk, those devices would be appreciated.

Also, as discussed, we have approximately 240 Ukrainian and Russian Fisherman heading our way on the 15th of October. Over the coming month, we are expecting appx 500 more to enter Managed Isolation. There are varying levels of English spoken by the crew, however a large portion of them are not English speakers. With the added overlay of Covid-19, it makes this slightly more difficult to use existing crew to translate.

Certified translators (health certified also) would be ideal as we are discussing a multitude of health issues with the crew, and accuracy is paramount. This is especially pertinent in the early days (0-3) of their stay as there are generally a lot of questions from our guests during this time.

If you could let me know what options are available for this, it would be greatly appreciated.

Regards

9(2)(a)

Planning and Logistics Manager

9(2)(a)

Canterbury Regional Isolation and Quarantine

From: 9(2)(a)@mbie.govt.nz>

Sent: Wednesday, 7 October 2020 4:14 PM

To: 9(2)(a)@avsec.govt.nz>

Subject: Interpreting services [UNCLASSIFIED]

9(2)(a)

Hi

It was nice chatting to you just now. Per our conversation, basically you recommend a device needs to be provided at each isolation and each quarantine units given that there are no interactions between these sites. Please let me know if this is incorrect.

On another note, you mentioned about potentially needing interpreting services, if you could outline the request that would be great.

Many thanks.

Ngā mihi,

9(2)(a)

9(2)(a)

ISOLATION, QUARANTINE AND REPATRIATION CELL, MANAGED ISOLATION AND QUARANTINE

Ministry of Business, Innovation & Employment

Hikina Whakatutuki - Lifting to Make Successful

9(2)(a)

9(2)(a)

MANAGED ISOLATION AND QUARANTINE

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MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT
HIKINA WHAKATUTUKI

New Zealand Government

[REDACTED]

From: Canterbury Regional Isolation & Quarantine <canterbury.riq@canterburyecc.govt.nz>
Sent: Rāapa, 21 Whiringa ā-nuku, 2020 1:06 p.m.
To: Canterbury RIQ Ops <riq.ops@canterburyecc.govt.nz>; Canterbury RIQ Site Manager <RIQ.SiteManager@canterburyecc.govt.nz>; Jessica Meates <Jessica.Meates@cdhb.health.nz>
Cc: Canterbury RIQ Ops Assistant <riq.opsassistant@canterburyecc.govt.nz>
Subject: Fwd: Sudima Management unclassified [IN-CONFIDENCE:RELEASE EXTERNAL][EXTERNAL SENDER]

FYSA team.

9(2)(a)

C-RIQ Lead

9(2)(a)

Sent from mobile account.

From: Canterbury Regional Isolation & Quarantine <canterbury.riq@canterburyecc.govt.nz>
Sent: Wednesday, October 21, 2020 12:46 PM
To: 9(2)(a)
Cc: 9(2)(a)
Subject: RE: Sudima Management unclassified [IN-CONFIDENCE:RELEASE EXTERNAL]

Hi 9(2)(a) Item 1 is under action and our local IPC experts will provide advice.

The primary effort of the RIQ team today is on managing the operational effort on the ground to ensure the situation is well managed and contained. We have limited resources so are having to prioritise activities.

Other points:

2. Staff Testing

CDHB confirm that they are working to ensure that all MIQ staff who have facilitated the fishermen will be have been tested by end of play 21 October. Including Sudima Hotel Staff, 9(2)(a) Transport Staff, and MIQ personnel working at Christchurch Airport when the guests arrived. The effort is on the MIQ environment and I cannot confirm re the Customs / Airside operations, but I understand this is underway as part of the contact tracing process

Ongoing testing of these staff will occur every seven days and the next 'round' will be completed by 28th October, being 7 days from today. In addition staff are being closely monitored by Health workers and any presenting symptoms will be tested immediately.

3. Smoking Escort

Additional security has been implemented to manage the increased risk, including 4 NZDF and 9 Private Security – In addition to the existing AvSec/Police/NZDF personnel. The security contingent perform arrange of functions across the site as directed by the Security Manager, including monitoring smoking areas, corridor, perimeter and access control and smoking escorts. Private security is required as the local NZDF have no more resources available. If directed through the chain of command NZDF may be able to procure additional resources, outside of what has been committed already, but this is not a local decision.

Current situation – it is not feasibility use NZDF staff only for smoking escorts. An additional 9 pers would be required to achieve this under the current double bunking model. If we move to a single room model the this number will increase. Estimated 15 in total. (To be worked through in more detail as part of the risk assessment underway)

IP&C are out on the site at the moment to review and reaffirm protocols for smoking escorts and security.

4. Family Testing

CDHB confirm reassurance testing for staff families has been made available and extra resourcing has been provided at the nearby Orchard Road testing station. The effort to date been focused on staff testing, and the message about family testing will be included in the next staff briefing.

9(2)(a)

Managed Isolation and Quarantine

9(2)(a)

From: 9(2)(a)@NZDF.mil.nz>

Sent: Wednesday, 21 October 2020 11:02 AM

To: Canterbury Regional Isolation & Quarantine <canterbury.riq@canterburyecc.govt.nz>

Cc: 9(2)(a)@mbie.govt.nz>; 9(2)(a)@NZDF.mil.nz>;

9(2)(a)@health.govt.nz>

Subject: Sudima Management unclassified

9(2)(a)

Thanks to 9(2)(a) Jess and yourself for taking my call. The team have done a great job thus far and I have the highest confidence in the Christchurch RIQ.

A call with Minister Woods has raised several areas where we would like to make some operational adjustments at the Sudima. I'll go through these individually and outline the plan of attack for each one.

1. Single Rooms

Action item: Risk Assessment by 5pm 21 October. Including mitigations, required resources and timelines.

2. Staff Testing

Action item: Can CDHB please confirm that testing of all MIQ staff who have facilitated the fishermen will be complete by end of play 21 October. This includes Sudima Hotel Staff, 9(2)(a) Transport Staff, and Christchurch Airport Staff.

Action item: Can CDHB please confirm that the next round of testing of all MIQ staff who have facilitated the fishermen can be completed over the period 26-27 October? This includes Sudima Hotel Staff, 9(2)(a) Transport Staff, and Christchurch Airport Staff.

3. Smoking Escort

Action item: Confirm IP&C protocols for smoking escort and smoking security staff.

Action item: Confirm feasibility, or otherwise, of using NZDF staff only for smoking escort. If not feasible please provide an estimated resource footprint required to achieve.

4. Family Testing

Action item: Confirm testing has been made available, and communicated as such, to staff families.

Thanks in advance for your work on these items. I request that items 2-4 are completed ASAP and item 1 by 5pm today. Happy to take your calls/emails with questions or if you require clarification.

Regards,

9(2)(a)

9(2)(a)

Royal New Zealand Air Force | Te Tauaarangi o Aotearoa

9(2)(a)

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Canterbury Regional Isolation & Quarantine

Regional Isolation & Quarantine

Regional Emergency Management Office

canterbury.riq@canterburyecc.govt.nz

Canterbury Civil Defence Emergency Management Group

PO Box 345, Christchurch 8140

Justice & Emergency Services Precinct,

40 Lichfield St, Christchurch

cdemcanterbury.govt.nz

x

x



From: Ramon Pink

Sent: Rāapa, 21 Whiringa ā-nuku, 2020 5:04 p.m.

To: Anna Stevenson <Anna.Stevenson@cdhb.health.nz>; RIQ.SiteManager@canterburyecc.govt.nz; Canterbury RIQ Ops <riq.ops@canterburyecc.govt.nz>; Jessica Meates <Jessica.Meates@cdhb.health.nz>; Joshua Freeman <Joshua.Freeman@cdhb.health.nz>; Sarah Berger <Sarah.Berger@cdhb.health.nz>

Cc: Public Health Specialist Team <publichealthSpecialistTeam@cdhb.govt.nz>; Kerry Marshall <Kerry.Marshall@cdhb.health.nz>

Subject: RE: management approach to fishing crew at Sudima

Anna,

This is an excellent summary. I don't have any suggested additions/amendments.

Nga mihi,
Ramon.

Dr Ramon Pink

Medical Officer of Health/Public Health Physician
Community and Public Health, Division of the Canterbury District Health Board
310 Manchester St, PO Box 1475 Christchurch 8013

9(2)(a)

From: Anna Stevenson

Sent: Wednesday, 21 October 2020 4:25 PM

To: RIQ.SiteManager@canterburyecc.govt.nz; Canterbury RIQ Ops <riq.ops@canterburyecc.govt.nz>; Jessica Meates <Jessica.Meates@cdhb.health.nz>; Joshua Freeman <Joshua.Freeman@cdhb.health.nz>; Sarah Berger <Sarah.Berger@cdhb.health.nz>

Cc: Public Health Specialist Team <publichealthSpecialistTeam@cdhb.govt.nz>; Kerry Marshall <Kerry.Marshall@cdhb.health.nz>

Subject: management approach to fishing crew at Sudima

Kia ora koutou,

Thanks for meeting at the Sudima this afternoon. It is helpful to have all of your insights and experience shared in the same space and reassuring that we were able to come to an agreed understanding of the challenges and possible solutions. *Please review this message and let me know any changes that need to be made-*

9(2)(g)(i)

In summary, present at this meeting were NZDF staff, IPC staff (Sarah Berger and Julie White), Dr Josh Freeman microbiology, Jess Meates and two associate charge nurse managers, 9(2)(a) from the C-RIQ and the Sudima hotel manager.

The fishing crew cohort have been a challenging group of guests to manage in the MIQF. Only three of the 235 guests speak English. Approximately 2/3 of the guests are chain smokers and require frequent (up to 4 x hour) visits to the smoking area outside of their rooms. Compliance with requests to physically distance from other crew has

been patchy and there has been frequent exchanges of cigarettes, lighters, cell phones etc. This was raised on day two by nursing staff and behaviour was much improved after a letter from the crews employers was given to all of them. Even with best behaviour the sheer volume of traffic through corridors as guests move in and out to smoke has been physically challenging to manage. Day 3 swab results revealed that the fishing crew cohort had 18 COVID cases. These cases were a mix of double and single bunked crew.

The hotel was immediately locked down when the number of cases was recognised while health officials considered our response. An onsite meeting was held with NZDF staff, Jess Meates, IPC staff, Dr Josh Freeman and Dr Anna Stevenson -Medical Officer of Health. Subsequently a larger discussion was held with other local public health staff (Drs Pink and Brunton, Ms Kerry Marshall) and Ministry of Health staff who supported with our on-site management.

- All hotel staff who had not been swabbed in the regular cycle of swabbing over the previous three days were offered swabbing on site before leaving their shift and all others contacted for a 'catch-up' swab.
- All family members of staff who are concerned and want a COVID swab have been told they can access this from either the Orchard Rd CBAC or their local GP. They do not need to be symptomatic to get swabbed. Some family members have already accessed these services.
- All cases rooms were identified and their interviews were carried out by phone by Health Protection Officers with the assistance of Russian Interpreters. All information was entered into NCTS and Episurv.
- Subsequently cases were moved to a dedicated quarantine wing under the supervision of IPC staff. The last case was transferred at 2200 Tuesday night.
- All cases were 'red banded'. Their wing is separated from the rest of the hotel and is only entered by nursing staff who carry out twice daily observations. A dedicated smoking area has been created that is only accessible by the Cases. They are free to enter and exit this area without supervision.
- All room mates of the cases who swabbed negative have been 'yellow banded' and are treated according to standard close contact protocol. These 10 people have minimum once daily health checks from the nurses. They are escorted by NZDF staff to the exercise area or smoking area as required.
- The remaining 207 guests are being managed as high risk contacts – They have potentially been exposed at several points on the journey from Russia to Aotearoa and also at various times in the first 36 hours in the MIQF when, as discussed, compliance with rules was not optimal. The particular factor that cannot be over stated that makes this situation even more challenging is the sheer volume of smokers and the frequency of their smoking. This means that cases were mingling with non-cases at potentially multiple times over the previous three days in hotel corridors and smoking yards.
- Overnight extra staff were brought in from NZDF to manage the smoking requirements of the yellow and blue banded guests. This means there are escorts available where required and there are 'eyes' on all corridors and entrances ensuring physical distancing is occurring. A notice from NZDF has been given to all guests requiring physical distancing to occur or that person will lose smoking privileges. Compliance with the rules has been high since these changes to security occurred.
- The extra NZDF staff consist of the back up staff required to cover sick leave etc. There is now no extra capacity in local NZDF to increase staff requirements.
- We notified guests that an extra swab occurring around day 6 would now be happening.

These arrangements meant that operations were able to run reasonably well from last night till now.

The ongoing risks we see from here include:

- The difficulty in sourcing staff- security personnel, Hotel staff, NZDF and nursing staff- who are sufficiently skilled and experienced , particularly with PPE use, to maintain the response as is necessary. Every new person on the site increases the risk of a breach to the community and this risk is increased in an emergency situation where staff are untrained and requiring high levels of supervision to prevent transmission of this infectious agent.
- The particular risks generated by the smoking behaviours of this large cohort which requires increased presence of security personnel
- The time requirements of health checking and extra swabbing of large numbers

Taking all of these into account and after discussion with all on the ground team members our responses to the potential adjustments below are as follows:

1) Single rooms.

Staff safety is a priority. Our experience in previous outbreaks in Canterbury has highlighted the increased risks of transmission when inexperienced staff are brought into a high risk situation at a crisis moment. At this point we believe that any further moves should be deferred at least until after we have the information from the day six swabs. There are sufficient rooms to enable all crew to single bunk at the Sudima but the staffing requirements to move crew to these rooms and the ongoing extra staff requirements to care for them over a much larger geographic area are significant. At this point we do not have sufficient staff to safely achieve this.

We have sufficient staff and empty rooms that we can move any more cases that declare themselves but a mass migration of crew is recommended against until we can address the identified staffing issues.

2) Staff Testing

We are confident that all staff have been tested in the last three days (bar one who is being tested tomorrow) Admin staff are currently reconciling the staff list against the testing cycle to verify this and if there are any outstanding they will be chased up urgently

3) Smoking escort

As we have things structured currently NZDF are escorting all close contacts (yellow banded) to the smoking areas. There is increased surveillance on all other guests ensuring physical distancing is occurring except for the cases – these are quarantined separately and have no contact with other guests or hotel staff.

4) Family Testing

Testing has been made available to all staff family members who are concerned. To date we have not required this of families. We do not believe there has been any breaches of staff PPE that would require their close contacts to be investigated and we are concerned about the mixed messages we may potentially give of saying that our IPC regime is strong but never-the-less we are sufficiently concerned about it to require families and close contacts to be tested. There are no positives in our staff swabs to date. If anxiety is problematic for family members we have made testing easily available for them.

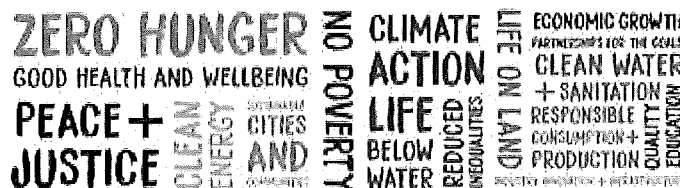
We are happy to work with you to resolve any concerns you may have over this proposed management approach and would appreciate any support you can offer regarding the increased staffing requirements we now have and will have for at least the next fortnight.

Ngā mihi,
nā Anna

Dr Anna Stevenson
Public Health Physician/Medical Officer of Health

9(2)(a)

Health in All Policies team
Community and Public Health
Canterbury District Health Board



From: 9(2)(a) @NZDF.mil.nz>

Sent: Wednesday, 21 October 2020 11:02 AM

To: Canterbury Regional Isolation & Quarantine <canterbury.riq@canterburyecc.govt.nz>

Cc: 9(2)(a) @mbie.govt.nz> 9(2)(a) @nzdf.mil.nz>, 9(2)(a) @health.govt.nz>

Subject: Sudima Management unclassified

9(2)(a)

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Regards,

9(2)(a)

9(2)(a)

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9(2)(a)

From: Anna Stevenson

Sent: Rāapa, 21 Whiringa ā-nuku, 2020 5:51 p.m.

To: 9(2)(a)@health.govt.nz; 9(2)(a)@health.govt.nz; 9(2)(a)@health.govt.nz

Cc: Jessica Meates <Jessica.Meates@cdhb.health.nz>; Ramon Pink <Ramon.Pink@cdhb.health.nz>; Joshua Freeman <Joshua.Freeman@cdhb.health.nz>; Sarah Berger <Sarah.Berger@cdhb.health.nz>; Julie White (Wangford) <Julie.White@cdhb.health.nz>; Canterbury RIQ Ops <riq.ops@canterburyecc.govt.nz>; RIQ.SiteManager@canterburyecc.govt.nz; Kerry Marshall <Kerry.Marshall@cdhb.health.nz>; Neil Brosnahan <Neil.Brosnahan@cdhb.health.nz>

Subject: FW: management approach to fishing crew at Sudima

Kia ora koutou,

This afternoon a meeting was held off relevant staff involved in managing the guests at the Sudima MIQF in Christchurch. This report covers the decisions made at that meeting and the previous 24 hours management. It has been reviewed by Dr Berger, Dr Freeman, Dr Pink and Dr Brunton and 9(2)(a) for accuracy. Timing has not allowed for other reviewers as yet.

Present at this meeting were NZDF staff, IPC Nursing Director Sarah Berger, IPC Clinical Nurse Specialist Julie White, Dr Josh Freeman, Clinical Director of Infection Prevention and Control, Jess Meates and two associate charge nurse managers, 9(2)(a) Chief of Staff, and the Sudima hotel manager.

The fishing crew cohort have been a challenging group of guests to manage in the MIQF. Only three of the 235 guests speak English. Approximately 2/3 of the guests are chain smokers and require frequent (up to 4 x hour) visits to the smoking area outside of their rooms. Compliance with requests to physically distance from other crew has been patchy and there has been frequent exchanges of cigarettes, lighters, cell phones etc. This was raised on day two by nursing staff and behaviour was much improved after a letter from the crews employers was given to all of them. Even with best behaviour the sheer volume of traffic through corridors as guests move in and out to smoke has been physically challenging to manage. Day 3 swab results revealed that the fishing crew cohort had 18 COVID cases. These cases were a mix of double and single bunked crew.

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- All hotel staff who had not been swabbed in the regular cycle of swabbing over the previous three days were offered swabbing on site before leaving their shift and all others contacted for a 'catch-up' swab.
- All family members of staff who are concerned and want a COVID swab have been told they can access this from either the Orchard Rd CBAC or their local GP. They do not need to be symptomatic to get swabbed. Some family members have already accessed these services.
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- Subsequently cases were moved to a dedicated quarantine wing under the supervision of IPC staff. The last case was transferred at 2200 Tuesday night.
- All cases were 'red banded'. Their wing is separated and secured from the rest of the hotel and is only entered by nursing staff who carry out twice daily observations. A dedicated smoking area has been created that is only accessible by the cases. They are free to enter and exit this area without supervision. All room-mates of the cases who swabbed negative have been 'yellow banded' and are treated according to standard close contact protocol. These 10 people have minimum once daily health checks from the nurses. They are escorted by NZDF staff to the exercise area or smoking area as required.
- The remaining 207 guests are being managed as high risk contacts – they have potentially been exposed at several points on the journey from Russia to Aotearoa and also at various times in the first 36 hours in the MIQF when, as discussed, compliance with rules was not optimal. The particular factor that cannot be over stated that makes this situation even more challenging is the sheer volume of smokers and the frequency of their smoking. This means that cases were mingling with non-cases at potentially multiple times over the previous three days in hotel corridors and smoking yards.
- Overnight, extra staff were brought in from NZDF to manage the smoking requirements of the yellow and blue banded guests. This means there are escorts available where required and there are 'eyes' on all corridors and entrances ensuring physical distancing is occurring. A notice from NZDF has been given to all guests requiring physical distancing to occur or that person will lose smoking privileges. Compliance with the rules has been high since these changes to security occurred.
- Seven staff working at the Sudima (6 security staff and a translator) were identified as possible close contacts of Russian crewmen. All have been interviewed by CPH Case Investigators today and none meet the criteria to be deemed close contacts. All have been tested and results so far are negative. Results are awaited on those who were tested today.
- The extra NZDF staff consist of the back up staff required to cover sick leave etc. There is now no extra capacity in local NZDF to increase staff requirements.
- We notified guests that an extra swab occurring around day 6 would now be happening.

These arrangements meant that operations were able to run reasonably well from last night till now.

The ongoing risks we see from here include:

- The difficulty in sourcing staff- security personnel, Hotel staff, NZDF and nursing staff- who are sufficiently skilled and experienced , particularly with PPE use, to maintain the response as is necessary. Every new person on the site increases the risk of a breach to the community and this risk is increased in an emergency situation where staff are untrained and requiring high levels of supervision to prevent transmission of this infectious agent.
- The particular risks generated by the smoking behaviours of this large cohort which requires increased presence of security personnel
- The time requirements of health checking and extra swabbing of large numbers

Taking all of these into account and after discussion with all on the ground team members our responses to the potential adjustments below are as follows:

1. Single rooms.

Staff safety is a priority. Our experience in previous outbreaks in Canterbury has highlighted the increased risks of transmission when inexperienced staff are brought into a high risk situation at a crisis moment. At this point we believe that any further moves should be deferred at least until after we have the information from the day six swabs. There are sufficient rooms to enable all crew to single bunk at the Sudima but the staffing requirements to move crew to these rooms and the ongoing extra staff requirements to care for them over a much larger geographic area are significant. At this point we do not have sufficient staff to safely achieve this.

We have sufficient staff and empty rooms that we can move any more cases that declare themselves but a mass migration of crew is recommended against until we can address the identified staffing issues.

2. Staff Testing

We are confident that all staff have been tested in the last three days (bar one who is being tested tomorrow) Admin staff are currently reconciling the staff list against the testing cycle to verify this and if there are any outstanding they will be chased up urgently

3. Smoking escort

As we have things structured currently NZDF are escorting all close contacts (yellow banded) to the smoking areas. There is increased surveillance on all other guests ensuring physical distancing is occurring except for the cases – these are quarantined separately and have no contact with other guests or hotel staff.

4. Family Testing

Testing has been made available to all staff family members who are concerned. To date we have not required this of families. We do not believe there has been any breaches of staff PPE that would require their close contacts to be investigated and we are concerned about the mixed messages we may potentially give of saying that our IPC regime is strong but never-the-less we are sufficiently concerned about it to require families and close contacts to be tested. There are no positives in our staff swabs to date. If anxiety is problematic for family members we have made testing easily available for them.

We are happy to work with you to resolve any concerns you may have over this proposed management approach and would appreciate any support you can offer regarding the increased staffing requirements we now have and will have for at least the next fortnight. I am on leave until Tuesday so your first point of contact should be Dr Ramon Pink if necessary.

Ngā mihi,
nā Anna

From: [REDACTED]@NZDF.mil.nz>

Sent: Wednesday, 21 October 2020 11:02 AM

To: Canterbury Regional Isolation & Quarantine <canterbury.riq@canterburyecc.govt.nz>

Cc: [REDACTED]@mbie.govt.nz>; [REDACTED]@nzdf.mil.nz>; [REDACTED]

[REDACTED]@health.govt.nz>

Subject: Sudima Management unclassified

[REDACTED]

Thanks to [REDACTED] Jess and yourself for taking my call. The team have done a great job thus far and I have the highest confidence in the Christchurch RIQ.

A call with Minister Woods has raised several areas where we would like to make some operational adjustments at the Sudima. I'll go through these individually and outline the plan of attack for each one.

1. Single Rooms

Action item: Risk Assessment by 5pm 21 October. Including mitigations, required resources and timelines.

2. Staff Testing

Action item: Can CDHB please confirm that testing of all MIQ staff who have facilitated the fishermen will be complete by end of play 21 October. This includes Sudima Hotel Staff, [REDACTED] Transport Staff, and Christchurch Airport Staff.

Action item: Can CDHB please confirm that the next round of testing of all MIQ staff who have facilitated the fishermen can be completed over the period 26-27 October? This includes Sudima Hotel Staff, [REDACTED] Transport Staff, and Christchurch Airport Staff.

3. Smoking Escort

Action item: Confirm IP&C protocols for smoking escort and smoking security staff.

Action item: Confirm feasibility, or otherwise, of using NZDF staff only for smoking escort. If not feasible please provide an estimated resource footprint required to achieve.

4. Family Testing

Action item: Confirm testing has been made available, and communicated as such, to staff families.

Thanks in advance for your work on these items. I request that items 2-4 are completed ASAP and item 1 by 5pm today. Happy to take your calls/emails with questions or if you require clarification.

Regards,

9(2)(a)

9(2)(a)

Royal New Zealand Air Force | Te Tauaarangi o Aotearoa

9(2)(a)

<image003.jpg>

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[REDACTED]

From: Canterbury RIQ Ops <riq.ops@canterburyecc.govt.nz>
Sent: Rātū, 27 Whiringa ā-nuku, 2020 3:59 p.m.
To: Jessica Meates <Jessica.Meates@cdhb.health.nz>
Subject: FW: Tranche 2 security (unclassified) [UNCLASSIFIED][EXTERNAL SENDER]

Hi Jess,

This is the security assessment that has come through for the Sudima, note the part about a contingency for a high number of quarantine cases. This needs to come into our planning for the second Tranche.

Regards,

9(2)(a)

Canterbury Regional Isolation & Quarantine (C-RIQ)

9(2)(a)

From: 9(2)(a)@nzdf.mil.nz>
Sent: Tuesday, 27 October 2020 2:08 PM
To: Canterbury RIQ Ops <riq.ops@canterburyecc.govt.nz>
Cc: 9(2)(a)@nzdf.mil.nz>
Subject: FW: Tranche 2 security (unclassified)

Hi 9(2)(a)

Please see below initial report and recommendations from today's meeting at the Sudima.

Security requirements for the second tranche of Russian Fisherman – Sudima Christchurch

Background – After positive COVID-19 results in Tranche 1, security was surged by NZDF and commercial contractors. This was due to the media attention and the increase in requirements for management of waste, food deliveries and the challenges faced by security staff due to extra quarantine PPE requirements.

What is the Hotel impact on accommodating fisherman in single rooms?

Nil security impact on the hotel due to single room occupancy. The Sudima would continue to operate under its normal security requirements. Being accommodated in single rooms poses minimal extra security requirements.

Tranche 2 also contains a similar number of fishermen as in tranche 1.

The main hotel concern is hotel capacity on accommodating all fishermen in single rooms. 227 fishermen are expected to be in tranche 2. The hotel capacity is 246 rooms. 8 rooms are assigned for NZDF, 3 for nursing staff and 1 for NZ Police. This means the total number of rooms available for tranche 2 is 234. Therefore the capacity for quarantine rooms is very low should there be positive COVID-19 test results similar to tranche 1.

Recommend - Contingency plans for positive cases being moved to another quarantine facility established.

NZDF security

In response to tranche 1's positive cases NZDF security was surged to 7. The feedback from the MIQF manager is that these extra staff were essential due to the extra quarantine requirements. Early conversations had with the MIQF manager is for NZDF security continue to operate at normal MIQF staff levels of 3 and surge to 7 if required. CDHB has recommended that NZDF commence with 7 NZDF staff to enforce any bubble breaches early.

Recommend – Commence with 7 NZDF security staff for tranche 2 and scale back if required.

Private Security

Nil security issue with Russian fisherman being accommodated in single rooms. The MIF would continue to operate as normal as if there were any other guests, supplemented by translators.

Private security was surged by 9 extra staff in response to tranche 1 positive results. Expect 9 or a number close to this to be surged again, in response to similar positive cases in tranche 2. The surged staff in tranche 1 were beneficial for monitoring security systems, dealing with the extra PPE requirements, management of waste and food delivery.

Recommend – Contingency plan established for surge in commercial security upon any positive results of day 3 test. Additional staff initially, due to the possible high profile attention of tranche 2.

Independent Fisheries

Independent fisheries liaison has established that tranche 2 will be isolating for 2 weeks prior to the flight and will be placed under stricter rules in transit to avoid the likelihood of any COVID-19 positive results.

Two fishing companies are part of tranche 2, 2/3 of which are contracted in independent fisheries. In the MIQF, the hotel plan will situate them by fishing company and ships. There are nil security concerns from independent fisheries. Lessons learnt from the tranche 1 experience in MIQF have been relayed to tranche 2.

A question was asked by the independent fisheries liaison around the cost of tranche 2 being accommodated in single rooms.

Recommend – There is engagement with independent fisheries on any cost increase associated with single room occupancy.

Summary

MIQF staff are content with the regular security plan and normal staffing levels for tranche 2. However due to the health risk involved in bubble breaches, the high public profile and recommendations from health, to mitigate the risk security should be increased from normal levels upon tranche 2's arrival.

A small increase in commercial security due to any high profile attention of tranche 2. Surging commercial security further upon positive cases similar to tranche 1.

Surging NZDF security from 3 to 7 upon tranche 2's arrival and scaling back if test results allow, will permit early bubble enforcement.

Fishing companies have taken extra precautions in isolating tranche 2 crews for two weeks prior to flying to New Zealand, in their view this should mitigate against the large positive cases seen in tranche 1. CDHB may be conducting day one COVID-19 tests to mitigate the health risk of tranche 2.

Other Notes

Hotel Manger – the Sudima will require a ten day turnaround from Tranche 1 departing. This is due to all the linen etc being treated as yellow and is therefore required to go offsite for cleaning. Company Policy is that no staff member may enter a room after tranche 1 has departed for 72 hours. This company policy is for the safety of their cleaning staff entering the room. If it is discovered that rooms have been smoked in or other issues this could also delay room availability.

MIQF Manager – Recommend a meeting with CDHB nurse staff to address issues in the arrival of tranche 1.

Recommend a meeting with the IC of the arrivals process to ensure good communications and a smooth transition from airport to MIQF.

Police – NZ Police will need to be liaised with. Tranche 1 has three police officers rotating at the MIQF in 24 hour shifts.

9(2)(a)

COVID-19 Operations Command Centre
15 Stout Street, Wellington

9(2)(a)

**MANAGED ISOLATION
AND QUARANTINE**

MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT
Te Minita o Te Hahi Kaitiaki

New Zealand Government

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[REDACTED]

From: Canterbury RIQ Ops <riq.ops@canterburyecc.govt.nz>

Sent: Rāapa, 28 Whiringa ā-nuku, 2020 9:30 p.m.

To: 9(2)(a)@mbie.govt.nz>

Cc: Jessica Meates <Jessica.Meates@cdhb.health.nz>; Canterbury Regional Isolation & Quarantine <canterbury.riq@canterburyecc.govt.nz>

Subject: RE: Sudima Airport Chch - Time to turn around rooms [UNCLASSIFIED][EXTERNAL SENDER]

Hi 9(2)(a)

Thanks for working on this with 9(2)(a) Jess will follow up on getting clarification of the status of all rooms.

Regards,

9(2)(a)

Canterbury Regional Isolation & Quarantine (C-RIQ)

9(2)(a)

From: 9(2)(a)@mbie.govt.nz>

Sent: Wednesday, 28 October 2020 7:47 PM

To: 9(2)(a)@sudimahotels.com>

Cc: 9(2)(a)@nzdf.mil.nz>; Canterbury RIQ Ops <riq.ops@canterburyecc.govt.nz>

Subject: FW: Sudima Airport Chch - Time to turn around rooms [UNCLASSIFIED]

Hi 9(2)(a)

Thanks for taking my call, as discussed we are currently working through our planning for future arrivals into Christchurch – this includes any future Russian fishermen as well as normal managed isolation.

With regard to the likely departure dates of Tranche 1 Russians, the following is what we have been advised:

The current plan for exiting the Sudima Airport Christchurch is as follows:

02-03 Nov: 199 guests depart (100 rooms or 50 rooms per day)

07-08 Nov: 36 guests depart (positive cases and close contacts) (36 rooms)

There is also a chance that up to 223 of the guests will depart in 02-03 Nov window, but that will depend on the Day 12 tests (TBC)

With regard to number of days required to clean rooms you have advised the following:

- Currently the whole hotel has been clarified as a close contact hotel by the Medical Officer of Health.

- This means that all linen from all rooms needs to be sent out to a commercial laundry service as per cleaning guidelines rather than it being done in house.
- This means that the turnaround of rooms will take longer than a normal clean.
- **IF all rooms need to be cleaned to the 'close contact' level then cleaning 100 rooms will take 96 – 120 hours 4-5 days dependent on how quickly the commercial laundry can turn around the linen.**
- **IF a rooms can be cleaned as a standard managed isolation room (blue clean) – then cleaning 100 rooms will take around 72 hours (3 days) (Caveat this with – rooms that have had heavy smoking may take longer)**
- **QUESTION to CRIQ** – Can we ask the Medical Office of Health if the whole hotel should be classed as a 'close contact' hotel. If this is no longer a requirement than the majority of the rooms can be cleaned as normal and the hotel could be back in action within 3 days.

Taking Tranche 2 of Russian fisherman – you have indicated that you would not be disappointed if Tranche 2 went elsewhere. Your rationale being that the last week in 'lockdown' has been particularly challenging on the team as they have had so little to do (normally they are busy with requests, delivers etc) and while they will look after Tranche 2 guest well if the Sudima is allocated them, they would not have an issue is Tranche 2 was allocated to another hotel.

Capacity in the hotel, you have also noted a potential capacity issue should Tranche 2 have the same number of pax in the group and they single occupancy rooms are required. Once guests and all other rooms for staff, Q rooms etc are taken into account, this would leave around 9 rooms for emergencies. This would also mean should a similar number of pax present with COVID they would not be able to be moved to a dedicated Q wing.

Next steps:

- CRIQ to check with Medical Officer of Health re 'close contact' designation
- MIQ and CRIQ to confirm final check out room numbers for each day 2-3 November
- MIQ and CRIQ to confirm Tranche 2 arrival date (if any)

Talk soon.

9(2)(a)

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