

## Laura Bowman

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**From:** official information  
**Sent:** Monday, 4 April 2022 1:59 pm  
**To:** [REDACTED]  
**Cc:** official information  
**Subject:** FINAL RESPONSE - LGOIMA 256431 - [REDACTED] - Number of unvaccinated HCC employees, their roles and continued employment status.

Kia Ora,

I refer to your **information request below**, Hamilton City Council is able to provide the following response.

Under Council's vaccination policy introduced in December 2021:

- Every Council Employee, Contractor or Volunteer who is required to enter one of Council's workplaces to perform their duties must be vaccinated.
- Every Council Employee, Contractor or Volunteer who enters any of our customer or supplier sites must be fully vaccinated.
- Council will require proof of vaccination (My Vaccine Pass) from the public as a condition of entry into Council facilities e.g., H3 Sites (FMG Stadium, Claudelands and Seddon Park), Hamilton Park Cemetery (crematorium, chapel and other building accesses by the public) our Aquatic Centres, the Hamilton Zoo, Waikato Museum, ArtsPost and i-site, Hamilton Gardens (pavilion, information centre/shop and enclosed gardens), our Libraries, the Municipal Building and Council Chambers, to protect the public and our people from contracting or transmitting COVID-19.

### **Update:**

Council has followed Government's advice and agreed it's time to lift vaccine passes from our public facilities from 5 April. This decision was made at a Council meeting on 31 March 2022. You can find a copy of the report [here](#). The minutes from this meeting will be available [here](#) in the next week online.

Here's what you need to know while we are still in the Red of the Traffic Light setting:

- Face masks and physical distancing still apply and are important to keep us all safe from COVID-19.
- Face masks need to be worn at all times inside our facilities unless you have a Ministry of Health approved health-related exemption.
- There will be capacity limits inside some of our facilities.
- Vaccines passes are still required until 11.59pm 4 April.

### **Our responses:**

#### **Employees**

Five unvaccinated employees currently complete work for Council. The reason why they have been able to complete the work notwithstanding their vaccination status is given below. For privacy reasons, to avoid the identification of the employee, the exact job titles and broad description of the roles have not been provided.

- Library employee. The employee is undergoing a course of medical treatment and the panel provided an exemption until mid-March 2022. Their role is not customer facing, and most of the work can be performed remotely. They are working remotely during the exemption period.
- Library employee. Medical exemption is being sought with the support of their GP. The panel agreed that they can work remotely for a period of three months to provide time for the exemption process. Their role is not customer facing and a majority of their work be performed remotely. They are working remotely during the exemption period.
- Administrator. They have been medically advised to not have the Pfizer vaccination but wait for the Nova vaccination. They were awaiting an appointment with a medical specialist. They are required to meet the

requirements of Council vaccination policy by obtaining a first dose of the Novavax vaccination by 31 March 2022 and second vaccination by 30 April. They can perform most of their work remotely and are doing so in the interim.

- Technical specialist leadership role. Most of their work can be performed remotely however the review panel agreed that the leadership component of the role cannot successfully be performed remotely. Due to the nature of the highly specialist work, it is challenging to find a replacement for the role. Notice of termination has been provided with an extended notice period for termination to mid-April to allow time to find a replacement. During this period, they will work remotely, with their leadership responsibilities being performed by another employee.
- Team leader in a role where the work they and their team perform includes providing remote support to customers. The role would interact with the public from time to time and as a leadership role the leadership component for the role cannot successfully be performed remotely therefore requires the incumbent to be vaccinated to continue in the role. To provide additional time to replace the leadership position, an extended notice period for termination was granted to 25 April 2022.

Three other employees have received four weeks' notice of termination with the notice period to due to expire within the next few weeks. While still employed with us, they are not working during their notice period.

Other employees on parental leave have not been required to provide confirmation of vaccination. At present they are not performing any work for Council, and we will work with them on the vaccination requirements closer to the time they are due to return from parental leave.

**Volunteers:**

We have several volunteers working across our different business units. Many of which are automatically covered by our proof of vaccination entry requirements for our Council facilities. We do not keep a centralised record of our volunteers.

We are refusing this aspect of your request as per S 17(g)(i) of LGOIMA – we do not hold this information.

**Contractors:**

We have numerous contractors engaged by Council on behalf of our different business units. We do not keep a centralised record of the vaccination status of our contractors. We have communicated our vaccination requirements to our contractors.

Contractors are responsible for ensuring their staff entering our premises are compliant. Where contractors work in a capacity like an employee, those contractors have supplied their vaccination passports. In addition vaccination passes are required to access most of our worksites like the public.

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.

Kind Regards,

**Official Information Team**

Legal Services & Risk | People and Organisational Performance

Email: [officialinformation@hcc.govt.nz](mailto:officialinformation@hcc.govt.nz)



-----Original Message-----

From: [REDACTED]

Sent: Friday, 4 March 2022 8:47 pm

To: official information [officialinformation@hcc.govt.nz](mailto:officialinformation@hcc.govt.nz)

Subject: [Mass email/Possible SPAM] Official Information request - Unvaccinated employees and contractors

Dear Hamilton City Council,

How many unvaccinated employees, contractors and volunteers currently complete work for the Hamilton City Council?

Can you please provide a broad description of the roles that these unvaccinated workers undertake, and why they were able to continue employment, notwithstanding their vaccination status.

Yours faithfully,

[REDACTED]

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This is an Official Information request made via the FYI website.

Please use this email address for all replies to this request:  
[fyi-request-18775-6e60ab02@requests.fyi.org.nz](mailto:fyi-request-18775-6e60ab02@requests.fyi.org.nz)

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