



HEALTH QUALITY & SAFETY  
COMMISSION NEW ZEALAND

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23 August 2021

John Luke

Email: [fyi-request-16471-d5626bea@requests.fyi.org.nz](mailto:fyi-request-16471-d5626bea@requests.fyi.org.nz)

**Re: Official Information Request: Child & Youth Mortality Review Committee**

Tēnā koe John,

### **Official information request**

I am writing to acknowledge your official information request regarding the Child & Youth Mortality Review Committee. We received your request on 23 August 2021 for the following:

*“Can I request the term of reference of this Committee, and the current members of this Committee, their Bio if available.*

*Also, have they had any meeting so far? I would like to request their full meeting minutes to date.”*

We will endeavour to respond to your request as soon as possible and in any event no later than 20 September 2021, 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.

Your request is being handled by the Mortality Review Committee. If you have any queries, please feel free to contact me on [maddi.mitchell@hqsc.govt.nz](mailto:maddi.mitchell@hqsc.govt.nz). 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 considered.

**Please note that the Commission publishes some of its OIA responses on its website, after the response is sent to the requester. The responses published are those that are considered to have a high level of public interest. We will not publish your name, address or contact details.**

Ngā mihi,

Maddi Mitchell

**Team Coordinator II Health Quality & Safety Commission**