

s9(2)(k)

From: s9(2)(k)
Sent: Monday, 11 December 2023 11:15 am
To: Ministerial Services – WorkSafe
Subject: RE: Ministerial Services Report - Monday 11 December 2023

Categories: s9(2)(k)

Awesome thanks s9(2)(k)

On that one, I found the full OIA online. Confirming as it was an introductory meeting, I did not take any notes.

Ngā mihi,



s9(2)(k)
Private Secretary (WorkSafe) | Office of Hon Brooke van Velden
Minister of Internal Affairs
Minister for Workplace Relations and Safety
MP for Tāmaki
M: s9(2)(k)
Email: s9(2)(k) Website: www.Beehive.govt.nz
Private Bag 18041, Parliament Buildings, Wellington 6160, New Zealand

Authorised by Hon Brooke van Velden, Parliament Buildings, Wellington

From: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Sent: Monday, 11 December 2023 11:09 AM
To: s9(2)(k)
Cc: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Subject: RE: Ministerial Services Report - Monday 11 December 2023

Kia ora s9(2)(k)

That's good to hear, mine was good too 😊

OIA 231076 has now been flagged for inform!

Ngā mihi

s9(2)(k)
Ministerial Coordinator
Ministerial Services Team, Corporate Group
Level 4, 86 Customhouse Quay, PO Box 165, Wellington 6140

P s9(2)(k)

W worksafe.govt.nz



WORKSAFE
Mahi Haumarua Aotearoa



From: s9(2)(k)
Sent: Monday, December 11, 2023 11:07 AM
To: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Subject: RE: Ministerial Services Report - Monday 11 December 2023

Mōrena s9(2)(k)

It was lovely - hope yours was too.

Can you please flag 231076 for inform?

Ngā mihi,



s9(2)(k)
Private Secretary (WorkSafe) | Office of Hon Brooke van Velden
Minister of Internal Affairs
Minister for Workplace Relations and Safety
MP for Tāmaki
s9(2)(k)
Website: www.Beehive.govt.nz
Private Bag 18041, Parliament Buildings, Wellington 6160, New Zealand
Authorised by Hon Brooke van Velden, Parliament Buildings, Wellington

From: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Sent: Monday, 11 December 2023 9:15 AM
To: s9(2)(k)
Cc: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Subject: Ministerial Services Report - Monday 11 December 2023

Kia ora s9(2)(k)

I hope you had a good weekend 😊

Please see attached above the Ministerial Services Report for this week.

Ngā mihi

s9(2)(k)
Ministerial Coordinator
Ministerial Services Team, Corporate Group
Level 4, 86 Customhouse Quay, PO Box 165, Wellington 6140
P s9(2)(k)
W worksafe.govt.nz



WORKSAFE
Mahi Haumarū Aotearoa



Ministerial Services – WorkSafe

From: Rachel Gully
Sent: Wednesday, 17 January 2024 10:21 am
To: s9(2)(k)
Cc: Penny Menzies; Ministerial Services – WorkSafe
Subject: RE: FOR APPROVAL: EXTENSION 231076 Murray

Categories: s9(2)(k)

Kia ora s9(2)(k)

Approved

Ngā mihi
Rachel

From: s9(2)(k)
Sent: Tuesday, January 16, 2024 4:07 PM
To: Rachel Gully s9(2)(k)
Cc: s9(2)(k) Ministerial Services – WorkSafe
<Ministerial.Services@worksafe.govt.nz>
Subject: FOR APPROVAL: EXTENSION 231076 Murray

Kia ora Rachel

Please see below extension letter prepared in relation to OIA 231076 Murray, originally due on 22 Jan:

 [OIA EXTENSION - 231076 Murray.docx](#)

Link to the original request:

 [OIA 231076 \(Murray\) REQUEST.msg](#)

s9(2)(k) is currently on leave until the 23rd of Jan and s9(2)(k) has indicated that s9(2)(k) will have the information for this request. I intend to extend it for 15 days to give us time as this needs to go to the MO as well.

Please let me know if you have any questions.

Best regards,

s9(2)(k)

Senior Advisor Ministerial Services
Corporate Group

Level 4, 86 Customhouse Quay, PO Box 165, Wellington 6140

P s9(2)(k)

E s9(2)(k)

W worksafe.govt.nz

I work from home on Tues and Wed

WORKSAFE
Mahi Haumaru Aotearoa



s9(2)(k)

From: s9(2)(k)
Sent: Wednesday, 31 January 2024 4:48 pm
To: s9(2)(k)
Cc: s9(2)(k)
Subject: Re: OIA 231076 (Murray) ASSIGNMENT

& double confirming the meeting was definitely 3pm in the end :)

Get [Outlook for iOS](#)

From: s9(2)(k)
Sent: Wednesday, January 31, 2024 4:42:57 PM
To: s9(2)(k)
Subject: Re: OIA 231076 (Murray) ASSIGNMENT

Kia ora team,

Michael Bird is a regular attendee but passed on his apologies on the day. So confirming it was just Anna Clarke in attendance.

s9(2)(k) | Private Secretary (WorkSafe)
Office of Hon Brooke van Velden
Minister for Internal Affairs | Minister for Workplace Relations & Safety
s9(2)(k)

From: s9(2)(k)
Sent: Wednesday, January 31, 2024 4:36:28 PM
To: s9(2)(k)
Subject: RE: OIA 231076 (Murray) ASSIGNMENT

Kia ora s9(2)(k)

Good spotting! The meeting invite is in Steve's diary for 3pm. Leave the agenda alone and perhaps note the timing moved and was not updated in the agenda.

Michael Bird is listed as an attendee in the agenda, but I am not sure if he actually attended – do you recall s9(2)(k) (Minister's Office)?

In relation to the costs, is it worth noting that the board chair travelled to Wellington for more than one meeting and costs were shared with another agency. Otherwise leave it.

Thank you,

s9(2)(k)

s9(2)(k)

Board Governance Officer

Office of the Chief Executive

Level 6, 86 Customhouse Quay, PO Box 165, Wellington 6140

P s9(2)(k)

W worksafe.govt.nz

From: s9(2)(k)

Sent: Wednesday, January 31, 2024 4:03 PM

To: s9(2)(k)

Subject: FW: OIA 231076 (Murray) ASSIGNMENT

Importance: High

Thanks for your sharp eye s9(2)(k) can you please respond thanks, s9(2)(k)

s9(2)(k)

Chief Advisor to the CE

Office of the Chief Executive

Level 6, 86 Customhouse Quay, PO Box 165, Wellington 6140

M s9(2)(k)

W worksafe.govt.nz



WORKSAFE
Mahi Haumarū Aotearoa



From: s9(2)(k)

Sent: Wednesday, January 31, 2024 4:00 PM

To: s9(2)(k)

Subject: FW: OIA 231076 (Murray) ASSIGNMENT

Importance: High

H s9(2)(k) can I check a couple of points before I present this to Rachel? There appear to be a couple of inconsistencies between the letter and the Annex:

- Time of the meeting? 3.00 or 3.30?
- Michael Bird is listed as an attendee in the Annex but not in the letter.

Appreciate if you'd confirm/clarify.

Thanks!

s9(2)(k)

From: s9(2)(k)
Sent: Wednesday, January 31, 2024 3:06 PM
To: s9(2)(k)
Subject: FW: OIA 231076 (Murray) ASSIGNMENT

Hi s9(2)(k)

This is approved by s9(2)(k), can now go to Rachel 😊

From: s9(2)(k)
Sent: Wednesday, January 31, 2024 1:45 PM
To: s9(2)(k)
Cc: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Subject: RE: OIA 231076 (Murray) ASSIGNMENT

Approved thank you s9(2)(k)

All the very best for your maternity leave!! Wishing you well, s9(2)(k)

s9(2)(k)
Chief Advisor to the CE
Office of the Chief Executive

Level 6, 86 Customhouse Quay, PO Box 165, Wellington 6140
M s9(2)(k)
W worksafe.govt.nz



From: s9(2)(k)
Sent: Wednesday, January 31, 2024 11:31 AM
To: s9(2)(k)
Cc: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Subject: RE: OIA 231076 (Murray) ASSIGNMENT

Kia ora s9(2)(k)

Have drafted the letter reply and decision report for your review:

- [OIA 231076 \(Murray\) REPLY - DRAFT.docx](#)
- [OIA 231076 \(Murray\) DECISION REPORT - DRAFT.docx](#)
- [OIA 231076 - Annex 1.pdf](#)

Once you are happy with this we can send off to Rachel for sign out.

I am going on maternity leave today but have cc:Ed in the MinServ inbox, someone will pick this up for me while I am away so I will leave you in their capable hands 😊

Cheers,
s9(2)(k)

Released under the Official Information Act 1982

From: s9(2)(k)
Sent: Monday, January 29, 2024 1:24 PM
To: s9(2)(k)
Subject: RE: OIA 231076 (Murray) ASSIGNMENT

Thanks s9(2)(k) nearly there, just getting some info, s9(2)(k)

s9(2)(k)
Chief Advisor to the CE
Office of the Chief Executive

Level 6, 86 Customhouse Quay, PO Box 165, Wellington 6140

M s9(2)(k)

W [worksafe.govt.nz](https://www.worksafe.govt.nz)



WORKSAFE
Mahi Haumarū Aotearoa



From: s9(2)(k)
Sent: Monday, January 29, 2024 9:55 AM
To: s9(2)(k)
Cc: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Subject: RE: OIA 231076 (Murray) ASSIGNMENT

Kia ora s9(2)(k)

Just following up on the details for the OIA below.

The request asks for:

- o *The date, time and location of your initial meeting with the new Minister for your department;*
- o *A list of attendees at this meeting*
- o *The cost of any flights and accommodation for staff who reside outside of wellington to attend this meeting*
- o *Any documentation provided at the meeting*
- o *All notes (including handwritten notes) taken at the meeting by department staff;*
- o *A copy of any emails sent by department attendees or all staff communications regarding the meeting with the new Minister*

s9(2)(k) has provided me with the travel itinerary but hoping you might be able to assist with the other information?

Thanks,
s9(2)(k)

From: s9(2)(k)
Sent: Thursday, December 7, 2023 3:22 PM
To: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>; s9(2)(k)
Subject: RE: OIA 231076 (Murray) ASSIGNMENT

Thanks all,

s9(2)(k) will be the main contact on this.

I have added Jennifer's travel itinerary for the meeting with Hon van Velden on 29/11 into the folder linked below. She flew down on 27 November and the cost is in the document. She ended up staying two nights, but WS only paid for 1 night and the return flight from Hamilton. NZTE paid for 1 night's accommodation as she also met with the two NZTE Ministers during the trip, so if they have also been asked the same question, we should ensure costs are shared and not counted twice.

Let me know if you need anything further.

s9(2)(k)

s9(2)(k)

Board Governance Officer

Office of the Chief Executive

Level 6, 86 Customhouse Quay, PO Box 165, Wellington 6140

P s9(2)(k)

W worksafe.govt.nz

From: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>

Sent: Thursday, December 7, 2023 2:16 PM

To: s9(2)(k)

Cc: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>; Janeca Miranda

s9(2)(k)

Subject: OIA 231076 (Murray) ASSIGNMENT

Kia ora s9(2)(k)

A new Official Information Act (OIA) request has been assigned to you:

Document folder: [OIA - 231076 - T Murray](#)

The OIA request and related documents can be viewed here.

Action required:

- As soon as practicable, assign the request to a team member (or yourself) to lead the OIA response (and copy in Ministerial.Services@worksafe.govt.nz) or advise Ministerial Services if you believe another team should lead the OIA response.
- Discuss with the assigned team member any sensitivities or risks related to the release of information, expectations for QA of the OIA response, and provide any additional direction needed.

Deadlines:

Reply due for Sign Out (DCE/HOD): **Monday 15 January 2023**

Reply due at Ministerial Services for Minister's Office Inform (if applicable): by **11am**

Wednesday 17 January 2023

Reply due to Ministerial Services to send to requestor: **Monday 22 January 2023**

This OIA requires inform to the Ministers Office, the deadlines above reflect this.

Ministerial Services will send relevant documents to the Minister's Office and/or the requestor, as applicable, after Sign Out by the DCE/HOD.

Support and assistance:

- A Ministerial Advisor will be in contact to discuss the OIA request and provide any initial advice or assistance required.
- Guidance about responding to OIA requests is available on the Ministerial Services intranet page: [Official Information Act \(OIA\) requests](#)
- Contact Ministerial.Services@worksafe.govt.nz if you need assistance.

Ngā mihi

s9(2)(k)

**Ministerial Coordinator, Ministerial Services
Corporate Group**

214 Devon Street East, PO Box 342, New Plymouth 4310

E s9(2)(k)

W worksafe.govt.nz



www.govt.nz - your guide to finding and using New Zealand government services

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Released under the Official Information Act 1982

Ministerial Services – WorkSafe

From: Ministerial Services – WorkSafe
Sent: Monday, 4 December 2023 8:54 am
To: T Murray
Cc: Ministerial Services – WorkSafe
Subject: Correspondence from WorkSafe New Zealand – Our Reference: 231076

Tēnā koe

Thank you for your Official Information Act (OIA) 1982 request.

WorkSafe New Zealand is working on your request and you can expect a response no later than Monday 5 February 2023.

Please contact ministerial.services@worksafe.govt.nz if you have any questions.

Ministerial Services
86 Customhouse Quay
Wellington
W worksafe.govt.nz

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

From: T Murray <fyi-request-25006-a6295c3f@requests.fyi.org.nz>
Sent: Sunday, December 3, 2023 10:37 PM
To: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Subject: Official Information request - Meeting with new minister

[You don't often get email from fyi-request-25006-a6295c3f@requests.fyi.org.nz. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Dear WorkSafe New Zealand,

I would like to request the following information:

- o The date, time and location of your initial meeting with the new Minister for your department;
- o A list of attendees at this meeting
- o The cost of any flights and accommodation for staff who reside outside of wellington to attend this meeting
- o Any documentation provided at the meeting
- o All notes (including handwritten notes) taken at the meeting by department staff;
- o A copy of any emails sent by department attendees or all staff communications regarding the meeting with the new Minister

Yours faithfully,

T Murray

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

Please use this email address for all replies to this request:

fyi-request-25006-a6295c3f@requests.fyi.org.nz

Is oia@worksafe.govt.nz the wrong address for Official Information requests to WorkSafe New Zealand? If so, please contact us using this form:

https://aus01.safelinks.protection.outlook.com/?url=https%3A%2F%2Ffyi.org.nz%2Fchange_request%2Fnew%3Fbody%3Dworksafe_new_zealand&data=05%7C01%7CMinisterial.Services%40worksafe.govt.nz%7Caae2cf2d03b845b739c508dbf43999b8%7Ca8547185c9ba4557bc1c8481be4ecec6%7C0%7C0%7C638372300448593644%7CUnknown%7CTWFpbGZsb3d8eyJWljojMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6IjEhaWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=l3uFJR2gTPYAy2BeBO%2B1WlgzF6ooj9yYAYOpjAuuqB4%3D&reserved=0

Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:

<https://aus01.safelinks.protection.outlook.com/?url=https%3A%2F%2Ffyi.org.nz%2Fhelp%2Fofficers&data=05%7C01%7CMinisterial.Services%40worksafe.govt.nz%7Caae2cf2d03b845b739c508dbf43999b8%7Ca8547185c9ba4557bc1c8481be4ecec6%7C0%7C0%7C638372300448593644%7CUnknown%7CTWFpbGZsb3d8eyJWljojMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6IjEhaWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=ZQV5nZCO8MDzQThcHv9Of4P%2Fm3eMxjs2QneZEIXarrl%3D&reserved=0>

If you find this service useful as an Official Information officer, please ask your web manager to link to us from your organisation's OIA or LGOIMA page.

Released under the Official Information Act 1982

s9(2)(k)

From: Ministerial Services – WorkSafe
Sent: Thursday, 1 February 2024 8:48 am
To: s9(2)(k)
Subject: RE: For Board Digest: 231076 Murray

Noted, thanks s9(2)(k)

Ngā mihi

s9(2)(k)

**Ministerial Coordinator, Ministerial Services
Corporate Group**

214 Devon Street East, PO Box 342, New Plymouth 4310

E s9(2)(k)

W worksafe.govt.nz



WORKSAFE
Mahi Haumaru Aotearoa



From: s9(2)(k)
Sent: Thursday, February 1, 2024 7:45 AM
To: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz> s9(2)(k)
Subject: For Board Digest: 231076 Murray

[Governance and Strategy - OIA - 231076 - T Murray - All Documents \(sharepoint.com\)](#)

I've picked this one up from s9(2)(k). The request has been made through the fyi.com website. I have a few tidy-ups to make to the draft reply today then it will go to Rachel for approval and MO for comment, then will be released next week.

It should be included in the Board Digest because it releases information about WS's initial meeting with the new Minister including costs of Jennifer's travel.

s9(2)(k)

**Senior Advisor Ministerial Services
Corporate Group**

PO Box 165, Wellington 6140

P s9(2)(k)

W worksafe.govt.nz

WORKSAFE
Mahi Haumaru Aotearoa



s9(2)(k)

From: s9(2)(k)
Sent: Monday, 5 February 2024 10:22 am
To: Ministerial Services – WorkSafe
Cc: s9(2)(k)
Subject: RE: OIA INFORM 231076 Murray

Thanks s9(2)(k) – No comments from the office.

s9(2)(k)

From: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Sent: Friday, February 2, 2024 5:01 PM
To: s9(2)(k)
Cc: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>; s9(2)(k)
Subject: OIA INFORM 231076 Murray
Importance: High

Kia ora s9(2)(k)

Please find attached for your information the following documents notifying you of our response to OIA request 231076:

- OIA Request
- OIA Decision Report
- OIA Reply
- Information for release

Your office has already seen this OIA request and provided/confirmed some of the information.

If you have any comments, please let me know by Thursday 8 February.

Kind regards,

s9(2)(k)

s9(2)(k)

Senior Advisor Ministerial Services
Corporate Group
PO Box 165, Wellington 6140
P s9(2)(k)
E s9(2)(k)
W worksafe.govt.nz

WORKSAFE
Mahi Haumaru Aotearoa



s9(2)(k)

From: Rachel Gully
Sent: Monday, 5 February 2024 11:51 am
To: Ministerial Services – WorkSafe
Cc: s9(2)(k)
Subject: RE: OIA FOR APPROVAL BY THURSDAY 8 FEBRUARY: 231076 Murray
Attachments: Official Information request - Meeting with new minister; OIA 231076 - Meeting Agenda.pdf; OIA 231076 (Murray) REPLY - DRAFT.docx; OIA 231076 (Murray) DECISION REPORT - DRAFT.docx

Kia ora koutou

Approved with thanks

Ngā mihi
Rachel

From: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Sent: Friday, February 2, 2024 4:46 PM
To: Rachel Gully <s9(2)(k)>
Cc: s9(2)(k)
Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Subject: OIA FOR APPROVAL BY THURSDAY 8 FEBRUARY: 231076 Murray
Importance: High

[Governance and Strategy - OIA - 231076 - T Murray - All Documents \(sharepoint.com\)](#)

Hi Rachel, I am finishing off this OIA on behalf of s9(2)(k) who is now on maternity leave. The request is about our initial meeting with the new Minister and is made via the fyi.org.nz website [FYI - Make and browse Official Information requests](#). We have no further information about the requester although the nature of the request suggests it may have gone to other agencies also. The response has been reviewed by s9(2)(k) and also by the Minister's office. One document is being released, being the Agenda, otherwise all answers are in the reply letter. Any questions, please let me know.

Thanks

s9(2)(k)

s9(2)(k)

Senior Advisor Ministerial Services
Corporate Group

PO Box 165, Wellington 6140

P s9(2)(k)

E s9(2)(k)

W worksafe.govt.nz

WORKSAFE
Mahi Haumaru Aotearoa



Ministerial Services – WorkSafe

From: Ministerial Services – WorkSafe
Sent: Wednesday, 17 January 2024 12:17 pm
To: fyi-request-25006-a6295c3f@requests.fyi.org.nz
Cc: Ministerial Services – WorkSafe
Subject: Correspondence from WorkSafe New Zealand - Our reference: 231076
Attachments: OIA 231076 (Murray) EXTENSION.pdf

Kia ora T Murray,

Please see attached correspondence in relation to your Official Information Act request.

Ministerial Services
86 Customhouse Quay
Wellington
W worksafe.govt.nz



WORKSAFE

Mahi Haumarū Aotearoa

Getting you home healthy and safe.
That's what we're working for.

Released under the Official Information Act 1982

s9(2)(k)

From: s9(2)(k)
Sent: Tuesday, 16 January 2024 4:07 pm
To: Rachel Gully
Cc: s9(2)(k) Ministerial Services – WorkSafe
Subject: FOR APPROVAL: EXTENSION 231076 Murray

Categories: FILE

Kia ora Rachel

Please see below extension letter prepared in relation to OIA 231076 Murray, originally due on 22 Jan:

 [OIA EXTENSION - 231076 Murray.docx](#)

Link to the original request:

 [OIA 231076 \(Murray\) REQUEST.msg](#)

s9(2)(k) is currently on leave until the 23rd of Jan and s9(2)(k) has indicated that s9(2)(k) will have the information for this request. I intend to extend it for 15 days to give us time as this needs to go to the MO as well.

Please let me know if you have any questions.

Best regards,

s9(2)(k)

Senior Advisor Ministerial Services
Corporate Group

Level 4, 86 Customhouse Quay, PO Box 165, Wellington 6140

P  s9(2)(k)



W worksafe.govt.nz

I work from home on Tues and Wed

WORKSAFE
Mahi Haumarū Aotearoa



Released under the Official Information Act 1982

Ministerial Services – WorkSafe

From: s9(2)(k)
Sent: Monday, 29 January 2024 1:31 pm
To: s9(2)(k)
Cc: Ministerial Services – WorkSafe
Subject: RE: OIA 231076 (Murray) ASSIGNMENT

Thanks very much s9(2)(k)

From: s9(2)(k)
Sent: Monday, January 29, 2024 1:24 PM
To: s9(2)(k)
Subject: RE: OIA 231076 (Murray) ASSIGNMENT

Thanks s9(2)(k) nearly there, just getting some info s9(2)(k)

s9(2)(k)
Chief Advisor to the CE
Office of the Chief Executive

Level 6, 86 Customhouse Quay, PO Box 165, Wellington 6140

M s9(2)(k)

W worksafe.govt.nz



WORKSAFE
Mahi Haumarū Aotearoa



From: s9(2)(k)
Sent: Monday, January 29, 2024 9:55 AM
To: s9(2)(k)
Cc: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Subject: RE: OIA 231076 (Murray) ASSIGNMENT

Kia ora s9(2)(k)

Just following up on the details for the OIA below.

The request asks for:

- o The date, time and location of your initial meeting with the new Minister for your department;
- o A list of attendees at this meeting
- o The cost of any flights and accommodation for staff who reside outside of wellington to attend this meeting
- o Any documentation provided at the meeting
- o All notes (including handwritten notes) taken at the meeting by department staff;
- o A copy of any emails sent by department attendees or all staff communications regarding the meeting with the new Minister

s9(2)(k) has provided me with the travel itinerary but hoping you might be able to assist with the other information?

Thanks,
s9(2)(k)

From: s9(2)(k)
Sent: Thursday, December 7, 2023 3:22 PM
To: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>; s9(2)(k)
Cc: s9(2)(k)
Subject: RE: OIA 231076 (Murray) ASSIGNMENT

Thanks all,

s9(2)(k) will be the main contact on this.

I have added Jennifer’s travel itinerary for the meeting with Hon van Velden on 29/11 into the folder linked below. She flew down on 27 November and the cost is in the document. She ended up staying two nights, but WS only paid for 1 night and the return flight from Hamilton. NZTE paid for 1 night’s accommodation as she also met with the two NZTE Ministers during the trip, so if they have also been asked the same question, we should ensure costs are shared and not counted twice.

Let me know if you need anything further.

s9(2)(k)

s9(2)(k)
Board Governance Officer
Office of the Chief Executive
Level 6, 86 Customhouse Quay, PO Box 165, Wellington 6140
P s9(2)(k)
W worksafe.govt.nz

From: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Sent: Thursday, December 7, 2023 2:16 PM
To: s9(2)(k)
Cc: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>; s9(2)(k)
Subject: OIA 231076 (Murray) ASSIGNMENT

Kia ora s9(2)(k)

A new Official Information Act (OIA) request has been assigned to you:

Document folder: [OIA - 231076 - T Murray](#)
The OIA request and related documents can be viewed here.

Action required:

From: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Sent: Monday, 11 December 2023 9:15 AM
To: s9(2)(k)
Cc: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Subject: Ministerial Services Report - Monday 11 December 2023

Kia ora s9(2)(k)

I hope you had a good weekend 😊

Please see attached above the Ministerial Services Report for this week.

Ngā mihi

s9(2)(k)
Ministerial Coordinator
Ministerial Services Team, Corporate Group
Level 4, 86 Customhouse Quay, PO Box 165, Wellington 6140
P s9(2)(k)
W worksafe.govt.nz



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Released under the Official Information Act 1982

s9(2)(k)

From: s9(2)(k)
Sent: Wednesday, 7 February 2024 1:27 pm
To: WorkSafe Media
Subject: FW: Reference 231076: Response to Official Information request - Meeting with new minister
Attachments: OIA 231076 (Murray) signed reply and attachment.pdf

Hi Media team

I've finished this one off on behalf of s9(2)(k) who is now on maternity leave. Not sure if you have been provided with a copy of this response already; it has been sent to the fyi.org.nz website. Copy attached fyi.

Regards,

s9(2)(k)

s9(2)(k)

Senior Advisor Ministerial Services
Corporate Group
PO Box 165, Wellington 6140
P s9(2)(k)

W worksafe.govt.nz

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

From: Ministerial Services – WorkSafe
Sent: Wednesday, February 7, 2024 1:22 PM
To: T Murray <fyi-request-25006-a6295c3f@requests.fyi.org.nz>
Cc: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Subject: Reference 231076: Response to Official Information request - Meeting with new minister

Good afternoon

Attached is a response to your information request.

Kind regards,

Ministerial Services
86 Customhouse Quay
W worksafe.govt.nz

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

From: T Murray <fyi-request-25006-a6295c3f@requests.fyi.org.nz>
Sent: Sunday, December 3, 2023 10:37 PM
To: Ministerial Services – WorkSafe <Ministerial.Services@worksafe.govt.nz>
Subject: Official Information request - Meeting with new minister

[You don't often get email from fyi-request-25006-a6295c3f@requests.fyi.org.nz. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Dear WorkSafe New Zealand,

I would like to request the following information:

- o The date, time and location of your initial meeting with the new Minister for your department;
- o A list of attendees at this meeting
- o The cost of any flights and accommodation for staff who reside outside of wellington to attend this meeting
- o Any documentation provided at the meeting
- o All notes (including handwritten notes) taken at the meeting by department staff;
- o A copy of any emails sent by department attendees or all staff communications regarding the meeting with the new Minister

Yours faithfully,

T Murray

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

Please use this email address for all replies to this request:

fyi-request-25006-a6295c3f@requests.fyi.org.nz

Is oya@worksafe.govt.nz the wrong address for Official Information requests to WorkSafe New Zealand? If so, please contact us using this form:

https://aus01.safelinks.protection.outlook.com/?url=https%3A%2F%2Ffyi.org.nz%2Fchange_request%2Fnew%3Fbody%3Dworksafe_new_zealand&data=05%7C01%7CMinisterial.Services%40worksafe.govt.nz%7C5680a2fbc0a648c2920e08dbf3e390c7%7Ca8547185c9ba4557bc1c8481be4ecec6%7C0%7C0%7C638371930975954343%7CUnknown%7CTWFpbGZsb3d8eyJWljiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6I1haWwiLCJXVCi6Mn0%3D%7C1000%7C%7C%7C&sdata=Q%2BDwrCDiEdtGG81bL5afOPE84%2B3GsXcx%2BO9BLpY5SZ0%3D&reserved=0

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