



15 August 2024

Ref: DOIA 2425-0029

Barry Garrick

Email: fyi-request-27457-56213c07@requests.fyi.org.nz

Tēnā koe Barry,

Thank you for your email of 1 July 2024 to the Ministry of Business, Innovation and Employment (MBIE) requesting, under the Official Information Act 1982 (the Act), the following information:

- a. *Any communications/briefings/notes/ aide memoires/correspondences between MBIE and the Minister for Workplace Relations and Safety regarding the plants and structures regulations from 1 November 2023 until now.*

For the avoidance of doubt, I am referring to:

<https://www.mbie.govt.nz/business-and-employment/employment-and-skills/health-and-safety/health-and-safety-reform/health-and-safety-at-work-act-2015-plant-structures-and-hazardous-work> (MBIE (2023) *Health and Safety at Work Act 2015: Plant, structures, and hazardous work*).

- b. *Any correspondence the communication and ministerial services teams had internally and with each other on the preparation and response to this announcement.*

New Zealand Government [press release] (2024) Major Health and Safety Consultation begins: [Major health and safety consultation begins](https://www.beehive.govt.nz/news/major-health-and-safety-consultation-begins) | [Beehive.govt.nz](https://www.beehive.govt.nz)

For clarity's sake, correspondence means emails, txts, and messages on whatever internal messaging system you use (e.g. Microsoft Teams, Slack, or the like).

On 26 July 2024, MBIE sent you a letter extending the date for response to no later than 15 August 2024.

Part a) Information regarding the Plant and Structures Regulations

I have identified parts of the documents listed in Tables One and Two below as falling within the scope of your request. The items released to you are listed in Table One and attached as Annex One. Table One lists the redactions made from these documents and the reasons for these redactions.

Additionally, some information in these documents has been withheld where it falls outside the scope of your request.

The items in Table Two are refused under section 18(d) of the Act as they are already publicly available or soon will be.

Table One: Plant and Structures Regulations: Documents released with redactions

	Description	MBIE Decision
1	<i>Slide presentation</i> Minister for Workplace Relations and Safety, Initial briefing for Minister van Velden, Carolyn Tremain and Nic Blakeley, November 2023.	Release title slide and slide 9: 'Key challenges in the work health and safety system'. Remaining 13 slides out of scope.
2a,b,c,d	2a <i>Email</i> of 18 January with three attachments on options for your Workplace Relations and Safety policy work programme: 2b <i>Slide presentation</i> WRS Policy work programme planning 2c For discussion with Minister – Work programme A3 2d A3 Swimlanes version: Workprogramme 2023/24 Timeline A3	2a Email – Release with redaction under section 9(2)(a). 2b - Release title slide and slide 6 'Reform health and safety law and regulations'. Remaining 11 slides out of scope. 2c - Release health and safety options column. Remaining columns out of scope. 2d - Release Health and Safety: options A and B, remaining content out of scope.
3	<i>Aide Memoire</i> 2324-2078 - meeting with industry to discuss Plant, Structures and Hazardous Work, 14 March 2024	Release with redactions under section 9(2)(a) and section 9(2)(g)(i). Some content out of scope.
4	<i>Hearing pack</i> 2023/24 Annual Review Debate: Minister for Workplace Relations and Safety: Material for attendees: May 2024	Release title page and page 10 'Plant and structures regulatory reform project'. Remaining 69 pages out of scope.

Table Two: Plant and structures regulations: Documents refused under s18 (d) because already publicly available or soon will be

	Item
1	<i>Briefing</i> to the Incoming Minister for Workplace Relations and Safety, November 2023 Proactively released on MBIE's website as of 1 February 2024, with redactions made consistent with the Act. Available at: https://www.mbie.govt.nz/dmsdocument/27993-briefing-for-the-incoming-minister-for-workplace-relations-and-safety-proactiverelease-pdf .
2	<i>Briefing</i> 2324-1207 Work Health and Safety System Issues and Opportunities, 18 January, 2024. Proactively released on MBIE's website as of 9 July 2024. Some information withheld under: 9(2)(a) privacy of natural persons. Available at Work Health and Safety System Issues and Opportunities (mbie.govt.nz) .

	Item
3	<p><i>Briefing 2324-1210</i> Initial advice on reforming work health and safety regulations, 18 January 2024.</p> <p>Proactively released on MBIE's website as of 9 July 2024. Available at Initial advice on reforming work health and safety regulations (mbie.govt.nz).</p>
4	<p><i>Topic Notes - Estimates Examination 2024/25</i> Content: Workplace Relations and Safety portfolio.</p> <p>The information in this document that is within scope concerns the WorkSafe tagged funding of \$8.561m over four years for the Plant and Structures regulatory reform implementation, that was returned in Budget 2024. This decision was made public as part of Budget 2024. This information is available at the following two links:</p> <p>https://www.treasury.govt.nz/sites/default/files/2024-06/est24-v2-labmar.pdf The Estimates of Appropriations 2024/25 - Education and Workforce Sector B.5 Vol.2 ¶ 117</p> <p>https://budget.govt.nz/budget/2024/by/minister/brooke-van-velden.htm</p>
5a, b	<p>5a <i>Annex 1 - Responses to 2024/25 Estimates Examination: Additional Supplementary Written Estimates Questions WRS portfolio MBIE</i>. Published at:</p> <p>https://www.parliament.nz/en/pb/sc/submissions-and-advice/document/54SCEDUW_EVI_4ad20062-ffec-4b3d-1f71-08dc8417a870_EDUW689/minister-for-workplace-relations-and-safety-additional#RelatedAnchor</p> <p>5b <i>Annex 2 - Responses to 2024/25 Estimates Examination: Additional Supplementary Written Estimates Questions WorkSafe</i>. Published at:</p> <p>https://www.parliament.nz/en/pb/sc/submissions-and-advice/document/54SCEDUW_EVI_4ad20062-ffec-4b3d-1f71-08dc8417a870_EDUW692/minister-for-workplace-relations-and-safety-additional</p>
6	<p><i>Briefing 2324-0920</i> Fiscal sustainability options for the Workplace Relations and Safety portfolio. Includes references to removal of plant and structures funding from WorkSafe budget, 27 November, 2023.</p> <p>Soon to be proactively released by MBIE.</p>
7	<p><i>Briefing 2324-1802</i> Budget 2024: Workplace Relations and Safety - Summary portfolio information for your discussion. Includes references to removal of plant and structures funding from WorkSafe budget. 2 February 2024.</p> <p>Soon to be proactively released by MBIE.</p>
8	<p><i>Aide Memoire 2324-1968</i> WRS Portfolio Funding and Savings Summary. Includes references to removal of plant and structures funding from WorkSafe budget, 7 February 2024.</p> <p>Soon to be proactively released by MBIE.</p>

Part b) Communications and ministerial services teams' communications regarding the Health and Safety at Work consultation announcement

I have identified the emails listed in Table Three as falling within the scope of your request. Some information has been withheld from these emails under section 9(2)(a), to protect the privacy of natural persons. Some other information in these documents has been withheld where it fell outside the scope of your request. Some email chains have been truncated where the contents of individual emails are provided elsewhere in the release documents.

The emails with any redactions are attached as Annex Two.

Table Three: Health and Safety at Work consultation announcement: MBIE emails

	Item	MBIE Decision
1	2 May 2024, 3.59 pm, FW: Briefing 2324-2927 Health and safety reform consultation Emails between Labour Science and Enterprise (LSE) Communications staff.	Release in full
2	20 May 2024, 2.46 pm, RE: Pamphlet for consultation Emails between Health and Safety Policy team, and LSE Communications staff.	Release with redaction: s 9(2)(a)
3	22 May 2024, 11.59 am, FW: 10912 LSE Health and Safety reform Emails between LSE Communications staff.	Release with redaction: s 9(2)(a)
4	22 May 2024, 9.20 am, FW: 10912 LSE Health and Safety reform Emails between LSE Communications staff	Release with redaction: s 9(2)(a)
5	22 May 2024, 11.58am, RE: 10912 LSE Health and Safety Reform Emails between LSE Communications staff	Release with redaction: s 9(2)(a)

Messages from Microsoft Teams within scope of your request are provided in Annex Two. No redactions have been made from these messages.

I do not consider that the withholding of information under the cited sections of the Act in any of the documents listed in Tables One and Three is outweighed by public interest considerations in making the information available.

If you wish to discuss any aspect of your request or this response, or if you require any further assistance, please contact OIA@mbie.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 or freephone 0800 802 602.

Nāku noa, nā

A handwritten signature in black ink, appearing to read 'H. C. Fenwick', with a stylized flourish at the end.

Hayden Fenwick
Manager, Health and Safety Policy
Ministry of Business, Innovation, and Employment

**Annex One: Plant and Structures Regulations: Documents released
with redactions**



Minister for Work Relations and Safety

Initial briefing for Minister van Velden

Carolyn Tremain and Nic Blakeley

November 2023

Te Kāwanatanga o Aotearoa
New Zealand Government



Strategic role and choices for your portfolio (2)

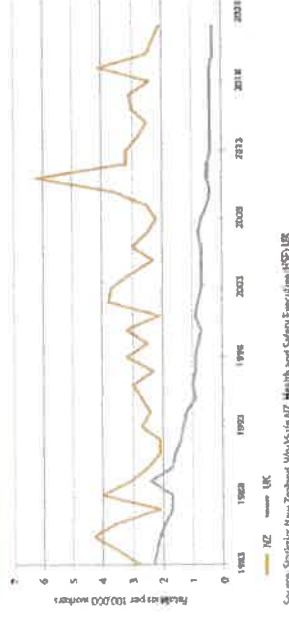
- Each regulatory system also needs to respond to some long-standing (and emergent) challenges.

Key challenges in the work health and safety system

There have been significant improvements since the Pike River Coal Mine tragedy, but challenges remain.

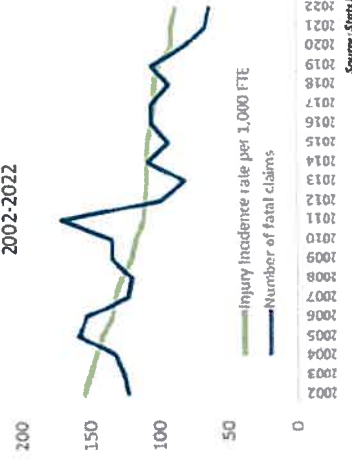
- We need to continue to modernise the regulations to make compliance clearer and easier. Plant and structures and working at heights are the first priority.
- New Zealand's work-related death rates continue to track at twice that of Australia and four times that of the United Kingdom. Progress has stalled.
- System outcomes are inequitable (some population groups disproportionately represented).
- WorkSafe's performance is of particular concern at present (we will brief you further on this in the coming weeks).

Figure 3: Fatality rates are higher in New Zealand than in the UK
Workplace fatality rate: NZ vs UK



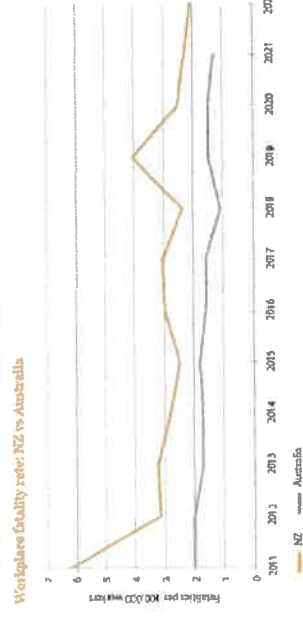
Source: Statistics New Zealand, WorkSafe NZ, Health and Safety Executive (HSE) UK

Workplace injury claims 2002-2022



Source: Stats NZ

Figure 4: Workplace fatalities are higher in New Zealand than Australia



Source: WorkSafe NZ, WorkSafe Australia

- Slides 2-8 and 10 – 15 have been redacted as out of scope.

Briefing for the incoming Minister [of/for portfolio]



From: [Nikita Decruy](#)
To: [Zach Boyle \(Parliament\)](#); [Anna Clark](#); [Nic Blakeley](#); [Natalie Labuschagne](#); [Tracy Mears](#)
Cc: [Anita Ng](#); [Katherine Macneill](#)
Bcc: [Elizaveta Sadovaya](#)
Subject: WRSP priorities [IN-CONF]DENCE]
Date: Thursday, 18 January 2024 11:42:57 am
Attachments: [WRS policy work programme planning.pptx](#)
[For discussion with Minister Work programme A3.pptx](#)
[SWIMLANES VERSION - Work programme 2023_24 Timeline A3 \(2\).docx](#)

Kia ora,

Kindly find attached the finalised work programme/timeline.
Let me know if there are any issues.

Ngā Mihi

Nikita Decruy (She/Her)

EA TO ANNA CLARK | GENERAL MANAGER

SUPPORT TO NATALIE LABUSCHAGNE | DIRECTOR

PA TO BRIDGET DULEY | MANAGER, ACCIDENT COMPENSATION POLICY

Workplace Relations & Safety Policy Branch

Labour, Science and Enterprise Group

Ministry of Business, Innovation & Employment

Nikita.decruy@mbie.govt.nz | s 9(2)(a)

Level 6, 15 Stout Street, Wellington 6011 | PO Box 1473, Wellington 6140, New Zealand

WRS portfolio work programme planning

23 January 2024



Reform health and safety law and regulations

- We highlighted in our Briefing to the Incoming Minister that the Health and Safety regulatory system is an area that requires further work.
- Currently there is uncertainty within the system about what is required to comply with the Act. This uncertainty, coupled with risk aversion, can lead to over-compliance in some areas and under-compliance in others.
- While the Act is relatively recent, many of the regulations are outdated. Providing parties greater certainty about their obligations under the Act through modern regulations and guidance will allow for a better balance of risk and cost.
- MBIE's recommended approach is to focus on completing the regulations based on the current legislation, although we understand the Government may want to undertake a first principles review of the legislative framework for the health and safety system. These options couldn't be progressed concurrently.
- For either approach there are options that will have implications for resourcing and timing:

First Principles Review	Complete Regulations
<ul style="list-style-type: none"> • Ministry of Regulation led (although MBIE input would be required) • MBIE led 	<ul style="list-style-type: none"> • Build on work already done (plant and structures) • Reconsider priority and focus of updates (eg hazardous substances)

- Given the health and safety policy resources available, MBIE recommends that our focus this term is on ensuring the current legislative framework is effective. This, alongside work on WorkSafe performance and health and safety system targets and measures, will meet the available capacity within the policy team.

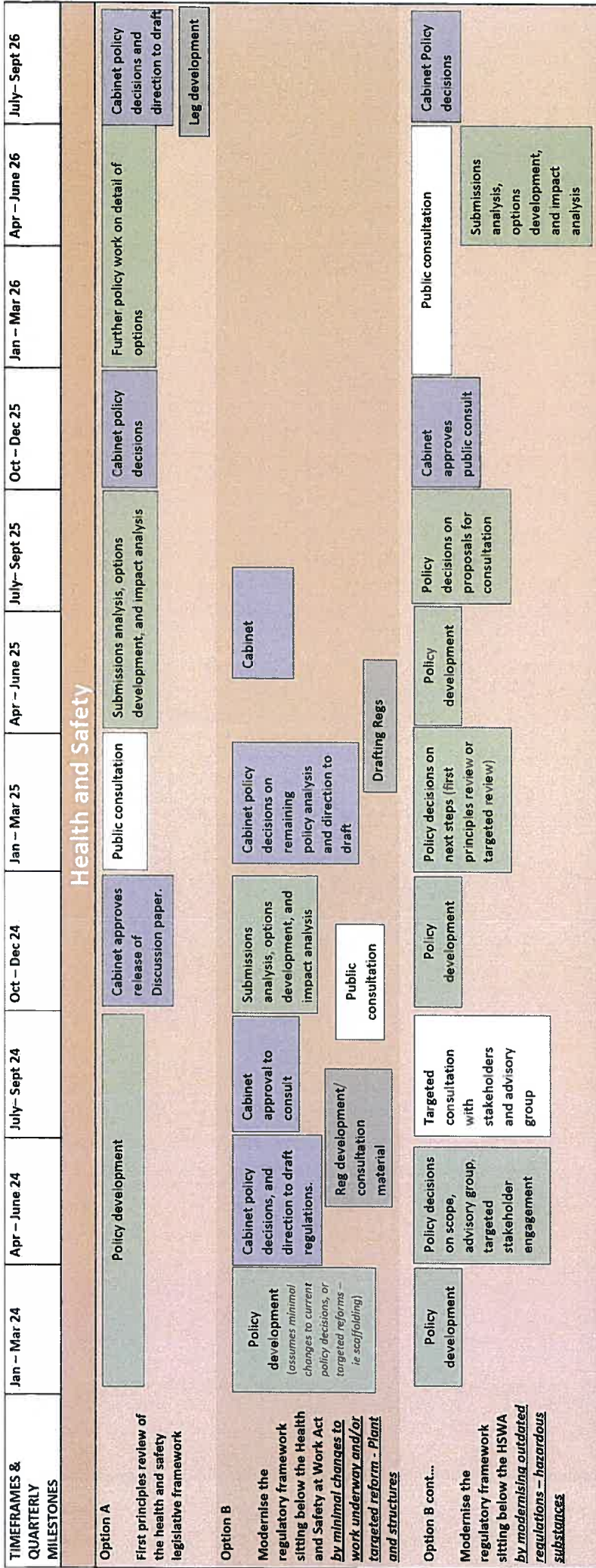
- Slides 2-5 and 7-13 redacted as out of scope



Workplace Relations and Safety Portfolio – Work Programme Priorities Options

Reflecting the Government's balance of the three core regulatory objectives for the Employment Relations and Employment Standards and Health and Safety systems – labour market and regulatory flexibility, worker protection and certainty for regulated parties

	Out of Scope
<p>Health and Safety</p> <p><i>Greater certainty about obligations under the legislation and ensure compliance is cost effective and proportionate</i></p>	
<p>Policy intent</p>	
<p>Option A</p>	
<p>Option B</p>	
<p>Option C</p>	



Out of Scope



Out of Scope Page 2-4



AIDE MEMOIRE

Meeting with industry leaders to discuss Plant, Structures and Hazardous Work

Date:	14 March 2024	Priority:	Medium
Security classification:	In Confidence	Tracking number:	2324-2078

Information for Minister(s)

Hon Brooke van Velden
Minister for Workplace Relations and Safety

Contact for telephone discussion (if required)

Name	Position	Telephone	1st contact
Hayden Fenwick	Manager, Health and Safety Policy	s 9(2)(a)	✓
Izzy Tarawa-Bailey	Policy Advisor, Health and Safety Policy	s 9(2)(a)	

The following departments/agencies have been consulted

N/A

Minister's office to complete:

- | | |
|---|--|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Declined |
| <input type="checkbox"/> Noted | <input type="checkbox"/> Needs change |
| <input type="checkbox"/> Seen | <input type="checkbox"/> Overtaken by Events |
| <input type="checkbox"/> See Minister's Notes | <input type="checkbox"/> Withdrawn |

Comments



AIDE MEMOIRE

Meeting with industry leaders to discuss Plant, Structures and Hazardous Work

Date:	14 March 2024	Priority:	Medium
Security classification:	In Confidence	Tracking number:	2324-2078

Purpose

To provide advice, background information and talking points to support your meeting with industry bodies on the previous plant, structures and hazardous work regulatory reform programme ("plant and structures regulatory reform"), on Thursday 21 March at 3:30pm.

You will be meeting with:

- **Tina Wieczorek** (Chief Executive of Scaffolding, Access & Rigging NZ Inc (SARNZ))
- **Sarah Toase** (Chief Executive of the Crane Association of New Zealand Inc (CANZ))
- **Graham Moor** (Chief Executive of the Roofing Association of New Zealand (RANZ)), and
- **Rodney Grant** (Chief Executive of the Elevating Work Platform Association of New Zealand (EWPA)),

to discuss the plant and structures regulatory reform.

Hayden Fenwick
Manager, Health and Safety Policy
Labour, Science and Enterprise, MBIE

14 / 03 / 2024

About the meeting

1. You have agreed to meet with a group of industry body leaders who have a strong interest and involvement with the plant and structures regulatory reform. This meeting will be on Thursday, 21 March at 3:30pm in your office. An MBIE official will be available to attend the meeting.
2. There will be four attendees at the meeting who represent scaffolding, roofing, crane and hire industry members. More information on the attendees and the bodies they represent can be found in **Annex One**.
3. This will be an introductory meeting and Q&A talking points to assist with the conversation have been provided in **Annex Two**.

4. The types of plant used by the group – cranes, elevating work platforms, scaffold – are high-risk plant. It is likely they will want to discuss whether the proposals for updated inspection and registration processes for high-risk plant are going ahead under this Government.
5. Your office has received some documents and correspondence from this group. These may be useful for your discussion and have been attached as **Annex Three** and **Annex Four**:
 - a. Advocacy Election Manifesto, received from Scaffolding, Access & Rigging NZ Inc (SARNZ)
 - b. Ministerial Update 2024, received from the Crane Association of New Zealand (CANZ).

Background on the plant, structures and hazardous work project

About plant and structures regulatory reform

6. The plant and structures regulatory reform was a package of reforms started by the previous government and aimed at reducing work-related harm in New Zealand. Risks associated with plant and structures are the cause of 79 per cent of work-related fatalities.
7. **Plant** is machinery, equipment, vehicles and tools. Examples include cranes, tractors, scaffold components, conveyors, forklifts, power tools, boilers and theme-park rides.
8. **Structures** are anything that is constructed, whether fixed or moveable, temporary or permanent. Examples include buildings, masts, towers, bridges, erected scaffold, tunnels and shafts. The regulations would apply to structures not already covered by the *Building Act 2004*.
9. The **hazardous work** considered in this project was working at height and working on excavations.
10. The existing regulations are from the 1970s and 1990s, and what was formerly covered by the (now repealed) *Machinery Act 1950*. They are outdated, contain gaps and inconsistencies, and are not adequately addressing harm.

These stakeholders' general concerns

11. These stakeholders have expressed frustration at the length of time the plant and structures regulatory reform project is taking, the delay in releasing an exposure draft for comment, and at the lack of information about when they will receive an update about the project.
12. The attendees have been particularly vocal publicly about the lack of progress on the regulations. In mid-2023 the group made Official Information Act requests to MBIE and the then-Minister for Workplace Relations and Safety. A large number of briefings and weekly brief reports were released, however, the draft regulations and other documents (such as the draft consultation document and Cabinet paper) were withheld as Ministers had not made decisions about next steps.
13. The SARNZ manifesto document pushed for Plant and Structures to be completed, noting that severe injuries, fatalities and detrimental effects could have been averted through the proposed regulations. SARNZ would also like a public statement to be made on the timing of this work. More information can be found on pages 6-8 of **Annex Three**.
14. The CANZ ministerial update notes that it would like certainty on whether the reforms will proceed or not. More information can be found on page 6 of **Annex Four**.

Regulations of relevance to the meeting attendees

15. The meeting attendees will be interested in discussing regulations for working at height, and high-risk plant, as a number of the attendees' industry bodies work in these two areas. The group will want to discuss whether you will progress these changes.
16. The table below outlines areas the attendees will likely be most interested in regulations for:

	Coverage	Attendees' interests
High-risk plant	Managing catastrophic failure risks of cranes, pressure equipment and concrete placing booms, amusement devices, some forestry plant, and elevating work platforms.	<p>CANZ: interested in fit for purpose regulations that are up-to-date and appropriate for high-risk crane industry in construction and infrastructure. They may also discuss how delays are preventing industry from producing guidance on best practice and safety.</p> <p><i>Generally supportive of the reforms.</i></p> <p>HIANZ/EWPA: interested in elevating work platforms and as a HIANZ industry body leader, the more general coverage of plant and structures under high-risk plant.</p> <p style="text-align: center;">s 9(2)(g)(i)</p>
Working at height	When scaffolding must be used, and licencing processes for those that install and inspect scaffolding.	<p>SARNZ: interested in scaffold and rigging, they will also be interested in the licencing authority for scaffolder licences.</p> <p>RANZ: interested in scaffolding in the context of construction (fall prevention and fall arrest requirements) and the updating of the licencing process for those who install and inspect scaffolding, to better align it with industry best-practice.</p> <p>Both SARNZ and RANZ will be interested in discussing the clarification of currently confusing and outdated rules about work at height and rules around when scaffold is required.</p> <p><i>Both bodies are generally supportive of the reforms.</i></p>

Plant, Structures and Hazardous work – work undertaken to date

17. Plant and structures regulatory reform is part of the reform of regulations under the *Health and Safety at Work Act 2015*, started after the Pike River Coal Mine Tragedy.
18. Work began in 2018. Cabinet approved the release of a discussion document in June 2019, with consultation on regulatory proposals happening in late 2019 and early 2020 (including receiving over 170 submissions and holding 16 public and sector-focussed meetings).
19. In May 2021 Cabinet agreed to introduce new regulations. It also authorised the then-Minister for Workplace Relations and Safety to consult on an exposure draft of regulations and to consult on remaining, mainly transitional, matters. Drafting and policy analysis on supporting issues occurred over 2021 and 2022.
20. The previous government paused the work, and this material has not been released for consultation.

Annexes

Annex One: Biographies of the meeting attendees

Annex Two: Talking points for the meeting with industry bodies, 21 March, 3:30pm

Annex Three: SARNZ – Advocacy Election Manifesto

Annex Four: CANZ – Ministerial Update 2024

Out of Scope

Out of Scope



Annex Two: Talking points for the meeting with industry bodies, 21 March, 3.30pm

Potential Questions from attendees

Will this Government progress the plant and structures reform?

- I understand you all have a keen interest in the plant, structures regulatory reform project, and that you support updated regulations for working at heights.
- Thank you for the time and work you have put into the project. The collective industry input to support MBIE is greatly appreciated.
- I understand that you would like to know what is happening with this project. My focus has been on implementing the Coalition Government's 100-day plan.
- You will be aware that one of the priorities of the ACT-National coalition agreement is to reform health and safety law and regulations.
- I am now turning my attention to a longer-term programme of reform across health and safety and workplace relations. This will involve public consultation to hear what works well and where improvement is needed.
- I expect this to be an efficient process – I want to have completed consultation by the end of the year, and, following this, to decide what my reform focus will be, including whether to reform plant and structures regulations.

Follow-up question you could ask attendees:

- I am interested to hear what impact the current rules have on industry.

What are your health and safety priorities?

- We need our health and safety system to be clear, to be understandable, and to be effective.
- The Health and Safety at Work Act is now almost ten years old, and I think it is an appropriate time to take a step back and assess whether the system is fit for purpose.
- My health and safety reform programme will be guided by the consultation I intend to undertake.

Follow-up question you could ask attendees:

- I am interested to hear your views on the focus for health and safety reform.

Questions to ask attendees

- I am keen to hear your thoughts on what areas I should consider, or focus on, when looking at health and safety reform. What do you consider to be the key areas for improvement?
- Do you have any views on how the work health and safety regulatory system is functioning as a whole? Have you identified any major problems that are holding business back, in particular smaller businesses?
- I would like to target and include those who usually do not input on health and safety matters. Do you have suggestions about how to reach these groups?
- Do you think the consensus from on-the-ground workers in your industries would be that they are supportive of health and safety reform?
- I welcome your thoughts on how we can engage effectively on health and safety issues.

Out of Scope

Out of Scope

2023/24 Annual Review Debate

Minister for Workplace Relations and Safety

Material for attendees

Thursday 2 May 2024, time 3pm

Out of Scope Pages 1-9

Plant and structures regulatory reform project

Who might speak to this issue: Anna Clark

Key messages

- Plant and structures are everywhere – they are used in a wide range of sectors and for many different purposes at work; risks associated with them can kill and seriously injure people every day.
- New Zealand’s rates of work-related injuries and fatalities for people working with plant and structures are too high – between 2008 and 2019, 652 people died of injuries from working with plant and structures; these deaths accounted for 79 per cent of all work-related fatalities in New Zealand.
- The previous government was progressing changes to regulation of plant and structures, and was preparing to release a draft of the regulations for consultation.

Potential Select Committee questions

1. What is the status of the plant and structures regulatory reform project? How does this fit into the National-ACT coalition agreement to reform health and safety law and regulations?

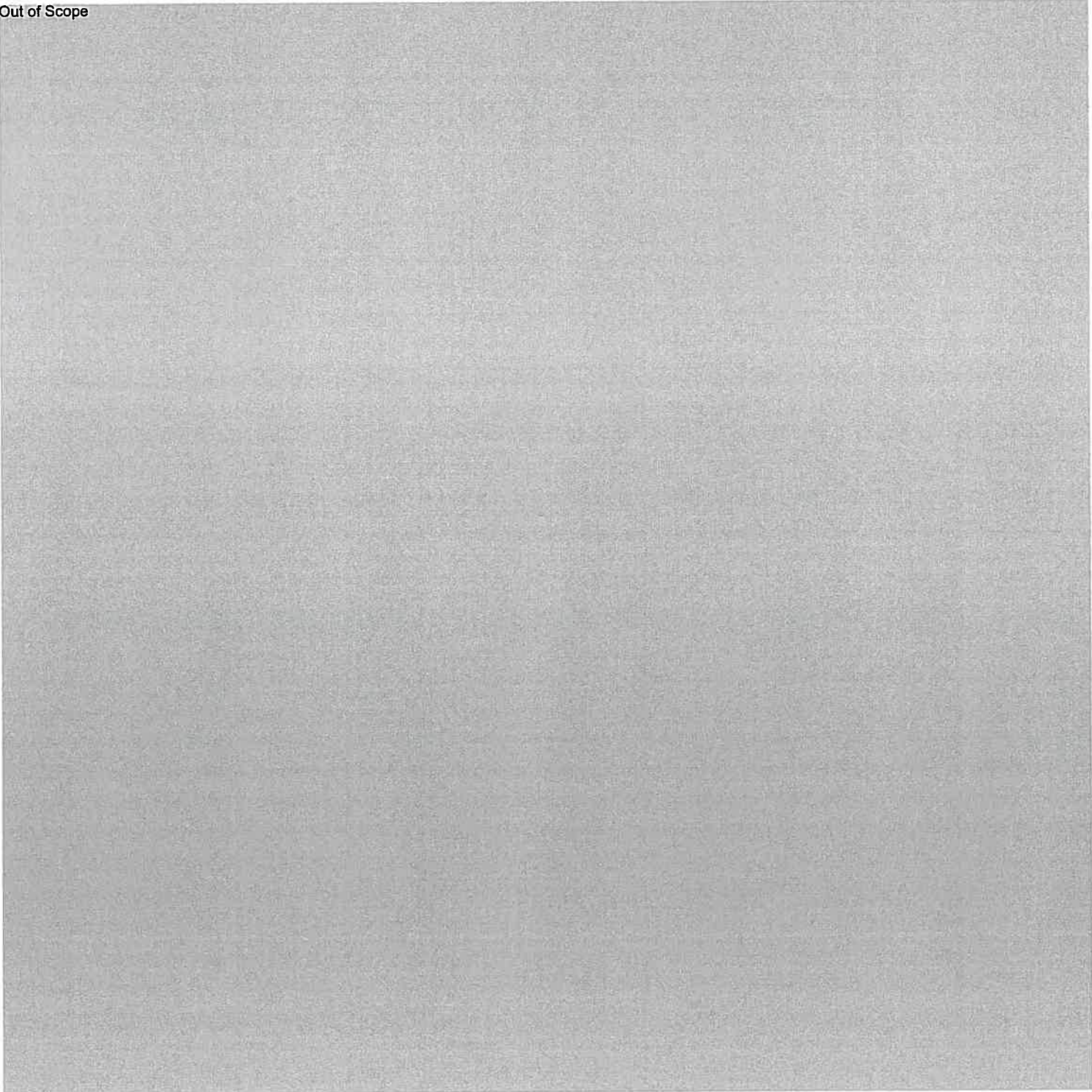
- My priority is health and safety law that is clear, understandable, and effective.
- I want to simplify and clarify the law for both workers and businesses.
- I intend to start with consultation. Before we embark on that reform, I want to hear from workers, I want to hear from businesses, and I want to hear from people who know how to keep workers safe at work.
- I want to have completed consultation by the end of the year, and, following this, to decide what my reform focus will be, including whether to reform plant and structures regulations.

**Annex Two: Health and Safety at Work consultation announcement:
MBIE emails and teams messages**

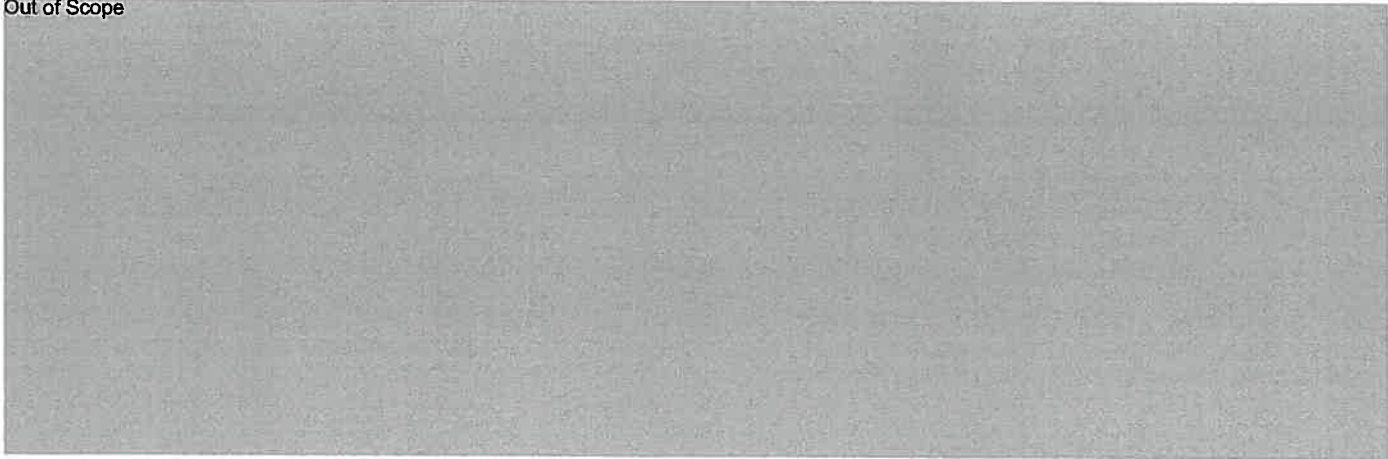
From: Lydia Jackson
Sent: Thursday, 2 May 2024 3:59 pm
To: Mary Direen
Subject: FW: Briefing 2324-2927 Health and safety reform consultation [IN-CONFIDENCE]
Attachments: 2324-2927 Briefing - H&S reform consultation - draft consultation document and draft Cabinet paper.pdf; 2324-2927 Briefing - H&S reform consultation - draft consultation document and draft Cabinet paper.docx; Annex 1 - Draft Cabinet ECO paper Consulting on New Zealand's health and safety law.docx; Annex 2 - updated draft consultation document.docx

In case you need it

Out of Scope



Out of Scope



From: Lydia Jackson
Sent: Monday, 20 May 2024 2:46 pm
To: Amir Mehta; Mary Direen
Subject: RE: Pamphlet for consultation [IN-CONFIDENCE]

Haha nah totally fair – sing out if you need anything else

From: Amir Mehta <Amir.mehta@mbie.govt.nz>
Sent: Monday, May 20, 2024 2:45 PM
To: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>; Mary Direen <Mary.Direen@mbie.govt.nz>
Subject: RE: Pamphlet for consultation [IN-CONFIDENCE]

Thanks – and a bit embarrassing on my part that I didn't check our own part of the website...

Amir Mehta (he/him)
 SENIOR POLICY ADVISOR
 Health and Safety Policy | Labour, Science and Enterprise | Ministry of Business, Innovation & Employment

I do not work Fridays



**MINISTRY OF BUSINESS,
 INNOVATION & EMPLOYMENT**
 HĪKINA WHAKATUTUKI

s 9(2)(a) Amir.Mehta@mbie.govt.nz

Level 6, 15 Stout Street, Wellington 6011 | PO Box 1473, Wellington 6140, New Zealand

NZBN 9429000106078
 [SEEMail]

From: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>
Sent: Monday, May 20, 2024 2:42 PM
To: Amir Mehta <Amir.mehta@mbie.govt.nz>; Mary Direen <Mary.Direen@mbie.govt.nz>
Subject: RE: Pamphlet for consultation [IN-CONFIDENCE]

Hi Amir,

Love a last minute pamphlet! Yes, here a couple H&S ones specifically:

<https://www.mbie.govt.nz/dmsdocument/17058-adventure-activities-keeping-it-safe-consultation-brochure>
<https://www.mbie.govt.nz/dmsdocument/15569-health-and-safety-at-work-reform-pdf> (tho this is too long, gives you an idea on design)

<https://www.mbie.govt.nz/dmsdocument/5973-plant-implementing-the-health-and-safety-at-work-act-2015-better-regulation-plant-structures-working-at-heights>

(more here if you're interested <https://www.mbie.govt.nz/document-library/search?keywords=&df=&dt=&type%5B69%5D=69&topic%5B6%5D=6&subtopic%5B33%5D=33&sort=desc&=1716172744053&start=0>)

D&M will be good to help with this – bring them in ASAP, even with you still working on content and they'll be able to help with design and layout.

Also – thinking of printing – you can organise printing through the D&M team or yourself here through an MBIE portal <https://mbienewzealand.sharepoint.com/sites/TeTaura-Services/SitePages/printing-self-service.aspx>

Cheers, Lydia.

From: Amir Mehta <Amir.mehta@mbie.govt.nz>

Sent: Monday, May 20, 2024 2:36 PM

To: Mary Direen <Mary.Direen@mbie.govt.nz>; Lydia Jackson <Lydia.Jackson@mbie.govt.nz>

Subject: Pamphlet for consultation [IN-CONFIDENCE]

Kia ora kōrua,

The Minister's office has asked us to prepare a pamphlet to support the public consultation. Are you aware of MBIE having prepared anything similar in the past?

Ngā mihi,

Amir Mehta (he/him)

SENIOR POLICY ADVISOR

Health and Safety Policy | Labour, Science and Enterprise | Ministry of Business, Innovation & Employment

I do not work Fridays



**MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT**
HĪKINA WHAKATUTUKI

s 9(2)(a) | Amir.Mehta@mbie.govt.nz

Level 6, 15 Stout Street, Wellington 6011 | PO Box 1473, Wellington 6140, New Zealand

NZBN 9429000106078

[SEEMail]

From: Lydia Jackson
Sent: Wednesday, 22 May 2024 11:59 am
To: Amir Mehta
Cc: Mary Direen
Subject: FW: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Hey Amir,

I've just added the pamphlet under the same job number for this – please see some questions from Rebecca on this. Are you happy to organise directly with Rebecca? And then bring in Mary as you need.

Cheers, Lydia.

From: Rebecca Clarke <Rebecca.Clarke@mbie.govt.nz>
Sent: Wednesday, May 22, 2024 11:58 AM
To: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>
Cc: Mary Direen <Mary.Direen@mbie.govt.nz>
Subject: RE: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Hey Lydia,

Yep that's all good under the same job number. What I'll need to know...

- Size of pamphlet (if it's a handout then probably a double sided DL would be best?)
- Quantity
- Cost code
- Delivery address and contact name and number

Printing and delivery would be around 5 working days. So we'll need to have the final content for the pamphlet to us by the end of the week (is this possible?) to allow a couple days to lay out and then a couple of days for changes/approvals. It should go to print around 4th June to be delivered around the 10th June.

Thanks,
Rebecca

From: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>
Sent: Wednesday, May 22, 2024 11:46 AM
To: Rebecca Clarke <Rebecca.Clarke@mbie.govt.nz>
Cc: Mary Direen <Mary.Direen@mbie.govt.nz>
Subject: RE: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Hi Rebecca,

The minister's office have asked for a pamphlet to hand out during the announcement (which is still being worked through with Feildays...). I wondered if it was possible to 'tag' that on to this request, alongside the consultation doc?

Amir is still leading that work but couldn't raise a request through the web form and I thought it might be easier to have everything under one thing? If it is, I can let Amir know and connect him directly?

Cheers, Lydia.

From: Rebecca Clarke <Rebecca.Clarke@mbie.govt.nz>
Sent: Friday, March 15, 2024 2:50 PM
To: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>
Subject: RE: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Hi Lydia,

I've been sent a Fieldays prospectus which has some details around costs – thought you might be interested in this also. We are working with Robyn McClymont in the Building Performance I&E team around a campaign that might include a Fieldays booth too – they are needing to work out if it's something they want to go ahead with but if so I see there's some opportunities to sublet a space so could be a way in if that all goes ahead.

The other thing I had meant to share was around banners etc. You can see what we have in storage here: [Services - promotional-resources-booking-guide.pdf - All Documents \(sharepoint.com\)](#)

Have a great weekend!

Thanks,
Rebecca

From: Rebecca Clarke
Sent: Thursday, March 14, 2024 11:22 AM
To: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>
Subject: FW: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Kia ora Lydia,

Hope your week is going well? Sorry I never came back to you on the sponsorship policy I mentioned at our catch-up please find a link here: [Te tautoko me te tohutohu - Support and advice \(sharepoint.com\)](#)

If the idea is to use the space someone else has booked for a few hours I'm not sure you'd need to do this but if you were to have your own booth then that when this policy would come into play.

Did you hear back on the accessibility requirements for printed materials from the team and what their expectations were? I'll come back to you on what we'd usually do too 😊

Thanks,
Rebecca

From: Sarah Cox <Sarah.Cox@mbie.govt.nz>
Sent: Friday, March 8, 2024 2:38 PM
To: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>
Cc: Rebecca Clarke <Rebecca.Clarke@mbie.govt.nz>
Subject: RE: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Kia ora Lydia

Sure thing. Last year a group of TWSD teams collaborated at Fieldays with an MBIE booth that was focussed on Small Business Services.

There have been a couple of chats about Fieldays 2024 but I'm not across any firm plans yet, I could put you in touch with a couple of people and do more asking around if that would help?

I'm not sure if it's appropriate, but if there wasn't an 'MBIE' booth this year, maybe you could connect with relevant stakeholders that are planning to be there?

Another government agency like Worksafe or MPI may be open to partnering up to host a Ministerial visit for an afternoon on their stand.

Hope that helps for now, Sarah

From: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>
Sent: Thursday, March 7, 2024 9:20 AM
To: Sarah Cox <Sarah.Cox@mbie.govt.nz>
Subject: FW: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Kia ora Sarah,

Just reaching out RE the feildays comment Mary put in the principal chat (on my behalf!) Just confirming that I have got a ticket in with D&M and I was going to be meeting with Rebecca today but she's off sick so we've pushed the meeting to Monday.

I'm meeting with the policy team this morning (as a general workstream catch up) and was hoping to provide a bit more info on Feildays stands – I've never been involved with one. The team were thinking it wouldn't be the full time – more like the Minister is available one of the afternoons so if we could 'tag' onto a stand that's already there, that would be ideal but I'm basically just looking for more info!

Cheers, Lydia.

From: Rebecca Clarke <Rebecca.Clarke@mbie.govt.nz>
Sent: Thursday, February 29, 2024 5:16 PM
To: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>
Subject: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Kia ora Lydia,

Hope you're well? I've received your request to catch up in regards to the health and safety reform consultation. Would you have some time tomorrow to catch up on this? I'm free any time after 1.30 – let me know if a time then suits 😊

Thanks so much,
Rebecca

Rebecca Clarke (she/her)
SENIOR MARKETING ADVISOR

Communications, Design and Ministerial Services
Corporate Services, Finance and Enablement
Ministry of Business, Innovation & Employment

rebecca.clarke@mbie.govt.nz | Telephone: +64 **s 9(2)(a)**

Level 4, 15 Stout Street, PO Box 1473, Wellington, New Zealand

From: Lydia Jackson
Sent: Wednesday, 22 May 2024 9:20 am
To: Charlotte Woolhouse
Cc: Mary Direen
Subject: FW: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

I just had a chat with Sarah – she’s provided below but when we spoke she said, there isn’t a specific MBIE contact but MBIE is providing funding, rather than attending. So MBIE provides funding for the centre but there isn’t actually an MBIE stall there. Sarah said you could reach out but don’t let them push for more money seeing as we’ve already funded the centre.

Hope that makes sense? Happy to chat, I am in the office today.

Cheers, Lydia.

From: Sarah Cox <Sarah.Cox@mbie.govt.nz>
Sent: Wednesday, May 22, 2024 9:07 AM
To: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>
Cc: Rebecca Clarke <Rebecca.Clarke@mbie.govt.nz>; Mary Direen <Mary.Direen@mbie.govt.nz>
Subject: RE: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Hi again, contact details follow, information about the IBC on the Fieldays [website here](#) - Sarah

Hi Sarah,

Yes, I’m managing bookings for the Centre and haven’t been contacted by anyone at MBIE. We have limited availability on Wednesday/ Thursday and pretty open on Friday, so please send through the details and we can check.

Ngā mihi
Rhiannon

Rhiannon Dreadon
Programme Manager – Events

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W nzte.govt.nz



NEW ZEALAND
TRADE & ENTERPRISE
Te Taurapa Tūhono

Level 6, 139 Quay Street, Auckland 1010, New Zealand
PO Box 2364, Shortland Street, Auckland 1140, New Zealand

New Zealand Trade and Enterprise is New Zealand's international business development agency. Our role is to help New Zealand businesses grow into international markets.

From: Sarah Cox
Sent: Tuesday, May 21, 2024 3:24 PM
To: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>
Cc: Rebecca Clarke <Rebecca.Clarke@mbie.govt.nz>; Mary Direen <Mary.Direen@mbie.govt.nz>
Subject: RE: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Hi Lydia

The IBC is managed by NZTE, I've asked an events contact at NZTE via email if there's already an MBIE contact involved in the IBC, and if not if we can connect with them (NZTE) about using the centre.
Will let you know when I hear back, Sarah

From: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>
Sent: Tuesday, May 21, 2024 2:47 PM
To: Sarah Cox <Sarah.Cox@mbie.govt.nz>
Cc: Rebecca Clarke <Rebecca.Clarke@mbie.govt.nz>; Mary Direen <Mary.Direen@mbie.govt.nz>
Subject: RE: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Hi Sarah – sorry for the random email on this. The H&S policy team have been trying to organise an MBIE stand at Feildays (minister did decide to do it at Feildays) and they've been advised there's an MBIE or NZTE stand in the international business centre, and maybe we'd be able to use that space. Do you know who is in charge of that or has the come across your table for sponsorship?

Cheers, Lydia.

From: Sarah Cox <Sarah.Cox@mbie.govt.nz>
Sent: Friday, March 8, 2024 2:38 PM
To: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>
Cc: Rebecca Clarke <Rebecca.Clarke@mbie.govt.nz>
Subject: RE: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Kia ora Lydia

Sure thing. Last year a group of TWSD teams collaborated at Fieldays with an MBIE booth that was focussed on Small Business Services.

There have been a couple of chats about Fieldays 2024 but I'm not across any firm plans yet, I could put you in touch with a couple of people and do more asking around if that would help?

I'm not sure if it's appropriate, but if there wasn't an 'MBIE' booth this year, maybe you could connect with relevant stakeholders that are planning to be there?

Another government agency like Worksafe or MPI may be open to partnering up to host a Ministerial visit for an afternoon on their stand.

Hope that helps for now, Sarah

From: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>
Sent: Thursday, March 7, 2024 9:20 AM
To: Sarah Cox <Sarah.Cox@mbie.govt.nz>
Subject: FW: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Kia ora Sarah,

Just reaching out RE the feildays comment Mary put in the principal chat (on my behalf!) Just confirming that I have got a ticket in with D&M and I was going to be meeting with Rebecca today but she's off sick so we've pushed the meeting to Monday.

I'm meeting with the policy team this morning (as a general workstream catch up) and was hoping to provide a bit more info on Feildays stands – I've never been involved with one. The team were thinking it wouldn't be the full time – more like the Minister is available one of the afternoons so if we could 'tag' onto a stand that's already there, that would be ideal but I'm basically just looking for more info!

Cheers, Lydia.

To: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>

Subject: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Kia ora Lydia,

Hope you're well? I've received your request to catch up in regards to the health and safety reform consultation. Would you have some time tomorrow to catch up on this? I'm free any time after 1.30 – let me know if a time then suits 😊

Thanks so much,
Rebecca

Rebecca Clarke (she/her)
SENIOR MARKETING ADVISOR

Communications, Design and Ministerial Services
Corporate Services, Finance and Enablement
Ministry of Business, Innovation & Employment

rebecca.clarke@mbie.govt.nz | Telephone: + **s 9(2)(a)**

Level 4, 15 Stout Street, PO Box 1473, Wellington, New Zealand

From: Lydia Jackson
Sent: Wednesday, 22 May 2024 11:59 am
To: Rebecca Clarke
Cc: Mary Direen
Subject: RE: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Thanks Rebecca – will pass this on to the team and see what they can do 😊

Cheers, Lydia

From: Rebecca Clarke <Rebecca.Clarke@mbie.govt.nz>
Sent: Wednesday, May 22, 2024 11:58 AM
To: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>
Cc: Mary Direen <Mary.Direen@mbie.govt.nz>
Subject: RE: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Hey Lydia,

Yep that's all good under the same job number. What I'll need to know...

- Size of pamphlet (if it's a handout then probably a double sided DL would be best?)
- Quantity
- Cost code
- Delivery address and contact name and number

Printing and delivery would be around 5 working days. So we'll need to have the final content for the pamphlet to us by the end of the week (is this possible?) to allow a couple days to lay out and then a couple of days for changes/approvals. It should go to print around 4th June to be delivered around the 10th June.

Thanks,
Rebecca

From: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>
Sent: Wednesday, May 22, 2024 11:46 AM
To: Rebecca Clarke <Rebecca.Clarke@mbie.govt.nz>
Cc: Mary Direen <Mary.Direen@mbie.govt.nz>
Subject: RE: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Hi Rebecca,

The minister's office have asked for a pamphlet to hand out during the announcement (which is still being worked through with Feildays...). I wondered if it was possible to 'tag' that on to this request, alongside the consultation doc?

Amir is still leading that work but couldn't raise a request through the web form and I thought it might be easier to have everything under one thing? If it is, I can let Amir know and connect him directly?

Cheers, Lydia.

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From: Lydia Jackson
Sent: Wednesday, 22 May 2024 1:09 pm
To: Amir Mehta; Mary Direen
Subject: RE: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Hey – that’s a cool idea. The design and marketing will know – check in with Rebecca when you go back to her on the other pamphlet bits.

From: Amir Mehta <Amir.mehta@mbie.govt.nz>
Sent: Wednesday, May 22, 2024 1:08 PM
To: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>; Mary Direen <Mary.Direen@mbie.govt.nz>
Subject: RE: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Do either of you know about QR codes (or who might)? We’re drafting the pamphlet, but we won’t have any of the links (for the MBIE website, SurveyMonkey) ready in time for publication. We’re thinking whether we can create a QR code that we can then direct somewhere after we’ve published the pamphlets (hopefully that makes sense).

Amir Mehta (he/him)
SENIOR POLICY ADVISOR
Health and Safety Policy | Labour, Science and Enterprise | Ministry of Business, Innovation & Employment

I do not work Fridays



**MINISTRY OF BUSINESS,
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HĪKINA WHAKATUTUKI

DDI: + s 9(2)(a) Amir.Mehta@mbie.govt.nz
Level 6, 15 Stout Street, Wellington 6011 | PO Box 1473, Wellington 6140, New Zealand
NZBN 9429000106078
[SEEMail]

From: Lydia Jackson <Lydia.Jackson@mbie.govt.nz>
Sent: Wednesday, May 22, 2024 11:59 AM
To: Amir Mehta <Amir.mehta@mbie.govt.nz>
Cc: Mary Direen <Mary.Direen@mbie.govt.nz>
Subject: FW: 10912 LSE Health and Safety Reform [UNCLASSIFIED]

Hey Amir,

I’ve just added the pamphlet under the same job number for this – please see some questions from Rebecca on this. Are you happy to organise directly with Rebecca? And then bring in Mary as you need.

Cheers, Lydia.

Teams conversation extractions

These extractions have been provided by virtue of section 16(1)(e) of the Act which provides for making information available through an excerpt. When reading this information, please note the following:

- Time stamps on Teams are recorded in Greenwich Mean Time (GMT) which as at August 2024 is twelve hours behind New Zealand Standard Time.
- The field titled 'Date of chat' in the table below reflects the equivalent date in NZST that the conversation took place.
- All chats have been reproduced verbatim from their original source and use the same formatting, spelling and capitalisation in the table below as they did on Teams.
- The abbreviations D+M and DAM as used below refer to MBIE's in-house Design and Marketing team.

Table Four: Teams conversation extractions

Date of chat	Text
29 Mar 2024	<p>Mary Direen 3/28/2024 3:14 AM another quick one – who was your D+M contact for H+S consultation?</p> <p>Lydia Jackson 3/28/2024 3:15 AM rebecca clarke</p> <p>Mary Direen 3/28/2024 3:15 AM Amir is asking me Qs – you cool if I just comment them with Rebecca?</p> <p>Lydia Jackson 3/28/2024 3:15 AM yeah of course</p> <p>Lydia Jackson 3/28/2024 3:15 AM if it's about fielddays, izzy is working with the dam safety people and a marketing person (unsure if that is rebecca)</p> <p>Mary Direen 3/28/2024 3:16AM damn! just jokes it's about consultation design</p>
29 Apr 2024	<p>Mary Direen 4/29/2024 9:12 PM hey with the weekly report for H+S have they made a decision re: fielddays pop up? If unlikely are you cool to update?</p> <p>Lydia Jackson 3/28/2024 9:14 PM no decision. Which weekly report? it says TBC in the H&S weekly report - we can't say anything else?</p> <p>Mary Direen 4/29/2024 9:16 PM yeah the H+S one - I just was thinking it's been in there for a few weeks so wonder if we just need to make more general about the launch until we know more?</p> <p>Lydia Jackson 3/28/2024 9:16 PM That's the direction I've got from the team - I can talk to Charlotte about it I guess</p> <p>Mary Direen 4/29/2024 9:18 PM</p>

Date of chat	Text
	cool - it just seems like quite a specific action if it's all TBC still ie: the Min might be seeing that each week re: fieldays but the end advice might be to not go or it doesn't work out ? I guess it's TBC so probably ok

