

Out of Scope

**From:** Shane Wilson  
**Sent:** Monday, 14 June 2021 12:21 pm  
**To:** Bertrand Ngai  
**Subject:** RE: DOIA 2021-2337 - Juliane Chetham - Allocation email [  
**Attachments:** RE: Northland [ FW: Northland Refinery Work Group; RE: Northland  
[ Declined: Northland Refinery Work Group / Meeting  
[ Northland Refinery Working Group; Accepted: Northland Refinery  
Transition Working Group [ RE: Meeting this afternoon at 3pm  
[ Just Transition activities; Minutes 21.5.21.docx; RE: Meeting this  
afternoon at 3pm [ Teams meeting 9.2.21.docx

Thanks mate – I think this is all – 3 years back is a long way, but these are what I have on record since being in this role

Out of Scope

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**Archived:** Monday, 2 August 2021 2:14:25 pm  
**From:** [Ellie Martel](#)  
**Mail received time:** Mon, 18 Jan 2021 21:24:18  
**Sent:** Tuesday, 19 January 2021 10:24:18 am  
**To:** [Shane Wilson](#)  
**Subject:** Just Transition activities  
**Importance:** Normal  
**Sensitivity:** None

---

Hi Shane, I was talking to Andy Hulme last week, who let me know you're leading Just Transition Partnerships.

I wondered if you might have time today to talk me through what is taking place down at Tiwai?

You'll be aware that our timeframe could be a bit shorter than Rio's, and I'd like to find out more about the approach and activities being taken by the Government so we can start planning at this end of the country.

Kind regards,

**Ellie Martel**

Government and External Relations Manager

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## Minutes

Teams Meeting with Caz Jackson on the new make up of the Northland Refinery Transition working group

21/5/21 11:30am

- Caz spoke to the change the group has gone through – having more of a focus on a regional economic diversification plan.
- I spoke to the TOR's of the group and that the Just Transitions Partnerships team may not be the best group to support the region to achieve the outcomes outlined in the TOR's
- To this I suggested the regional official for the Provincial Development Unit (Regional Economic Development and Diversification), MSD (worker support), Regional Skills Leadership Group representative (workforce plans and transitions) would better suit the needs of the group
- Action: I agreed to provide names and pass on the group invite to RSLG and PDU representatives

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**Archived:** Monday, 2 August 2021 2:14:07 pm

**From:** [Caz Jackson](#)

**Mail received time:** Mon, 15 Mar 2021 04:10:03

**Sent:** Monday, 15 March 2021 5:10:03 pm

**To:** [Penny Smart](#) [Sheryl Bickers](#) [Murray Reade](#) [CEO Northchamber](#) [Jason Smith](#) [Jude Thompson](#) [Jared Abbott](#) [Justin Wallace](#) [Annie Tothill](#) [Shane Wilson](#)

**Cc:** [elsa.hunt@wdc.govt.nz](mailto:elsa.hunt@wdc.govt.nz) [Judi Crocombe](#) [Lizzie Thomson](#)

**Subject:** Northland Refinery Working Group

**Importance:** Normal

**Sensitivity:** None

---

Kia Ora,

Thankyou Judi for confirming a time for the Working Group to catch up again. I understand that it's a very busy month at WDC in April.

Confirming the date of 20 April. We have two option times

- 9.00am, 10.00am or 3.00pm.
- The meeting would be at WDC.

As discussed last time we have also invited to the meeting Etu and First Union. Welcome Annie, Justin and Jared.

For those that cannot attend in person we will also have a zoom or teams function as well. Let me know if I have missed anyone off the meeting invitation.

Could you please all advise which two times would best suit. From and RNZ perspective **3pm would suit best.**

Look forward to your feedback.

Nga mihi

Caz

**Caz Jackson**

**Chief People Officer**

**Refining NZ**

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**Archived:** Monday, 2 August 2021 2:14:03 pm

**From:** [Ellie Martel](#)

**Mail received time:** Mon, 8 Feb 2021 22:57:51

**Sent:** Tuesday, 9 February 2021 11:57:52 am

**To:** [Shane Wilson](#)

**Subject:** RE: Meeting this afternoon at 3pm [

**Importance:** Normal

**Sensitivity:** None

---

Will do. Do you do Teams? That's preferable for us.

**Ellie Martel**

Government and External Relations Manager  
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**From:** Shane Wilson <[Shane.Wilson@mbie.govt.nz](mailto:Shane.Wilson@mbie.govt.nz)>

**Sent:** Tuesday, 9 February 2021 11:44

**To:** Ellie Martel <[Ellie.Martel@refiningnz.com](mailto:Ellie.Martel@refiningnz.com)>

**Subject:** RE: Meeting this afternoon at 3pm [

Fantastic,

Could you please send through an invite and a link (I'm presuming it's on Zoom?)

Thanks

Shane

---

**From:** Ellie Martel <[Ellie.Martel@refiningnz.com](mailto:Ellie.Martel@refiningnz.com)>

**Sent:** Tuesday, 9 February 2021 11:38 AM

**To:** Shane Wilson <[Shane.Wilson@mbie.govt.nz](mailto:Shane.Wilson@mbie.govt.nz)>

**Subject:** RE: Meeting this afternoon at 3pm [

That's fantastic, thanks.

At this point, I'm not sure that we need anything specific from you. We may, however, ask you to talk about the kinds of support that could be provided by MBIE for the region and potential next steps.

Kind regards,

# Ellie Martel

Government and External Relations Manager  
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**From:** Shane Wilson <[Shane.Wilson@mbie.govt.nz](mailto:Shane.Wilson@mbie.govt.nz)>  
**Sent:** Tuesday, 9 February 2021 10:02  
**To:** Ellie Martel <[Ellie.Martel@refiningnz.com](mailto:Ellie.Martel@refiningnz.com)>  
**Subject:** RE: Meeting this afternoon at 3pm [

Kia ora Ellie,

Yes I can attend. Is there anything specific you need from me? Or would a general overview suffice?

Ngā mihi

Shane

---

**From:** Ellie Martel <[Ellie.Martel@refiningnz.com](mailto:Ellie.Martel@refiningnz.com)>  
**Sent:** Tuesday, 9 February 2021 9:34 AM  
**To:** Shane Wilson <[Shane.Wilson@mbie.govt.nz](mailto:Shane.Wilson@mbie.govt.nz)>  
**Subject:** Meeting this afternoon at 3pm

Hi Shane,

We're having a meeting of the Northland Refinery Transition Working Group this afternoon at 3pm – any chance you or a colleague could join? Sorry for the last minute nature of the invitation.

The working group was formed last year, and is made up of Whangarei mayor and CEO, Kaipara mayor, Northland Inc, Whangarei Chamber of Commerce and MSD. Occasionally we also have iwi representation on it.

We'll be updating on refinery progress and reviewing how we went through our transition to a simplified refinery.

Kind regards,

Ellie Martel

Government and External Relations Manager  
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**Archived:** Monday, 2 August 2021 2:14:00 pm  
**From:** [Shane Wilson](#)  
**Sent:** Tuesday, 9 February 2021 1:18:47 pm  
**To:** 'Ellie Martel'  
**Subject:** RE: Meeting this afternoon at 3pm [  
**Importance:** Normal  
**Sensitivity:** None

---

Yes thank you – teams is perfect!

---

**From:** Ellie Martel <Ellie.Martel@refiningnz.com>  
**Sent:** Tuesday, 9 February 2021 11:58 AM  
**To:** Shane Wilson <Shane.Wilson@mbie.govt.nz>  
**Subject:** RE: Meeting this afternoon at 3pm [

Will do. Do you do Teams? That's preferable for us.

**Ellie Martel**

Government and External Relations Manager

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**Subject:** RE: Meeting this afternoon at 3pm [

Fantastic,

Could you please send through an invite and a link (I'm presuming it's on Zoom?)

Thanks

Shane

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**Sent:** Tuesday, 9 February 2021 11:38 AM  
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**Subject:** RE: Meeting this afternoon at 3pm [

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Kind regards,

**Ellie Martel**

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**To:** Ellie Martel <[Ellie.Martel@refiningnz.com](mailto:Ellie.Martel@refiningnz.com)>  
**Subject:** RE: Meeting this afternoon at 3pm [

Kia ora Ellie,

Yes I can attend. Is there anything specific you need from me? Or would a general overview suffice?

Ngā mihi

Shane

**From:** Ellie Martel <[Ellie.Martel@refiningnz.com](mailto:Ellie.Martel@refiningnz.com)>  
**Sent:** Tuesday, 9 February 2021 9:34 AM  
**To:** Shane Wilson <[Shane.Wilson@mbie.govt.nz](mailto:Shane.Wilson@mbie.govt.nz)>  
**Subject:** Meeting this afternoon at 3pm

Hi Shane,

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colleague could join? Sorry for the last minute nature of the invitation.

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We'll be updating on refinery progress and reviewing how we went through our transition to a simplified refinery.

Kind regards,

**Ellie Martel**

Government and External Relations Manager

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**Archived:** Monday, 2 August 2021 2:13:57 pm  
**From:** [Shane Wilson](#)  
**Sent:** Thursday, 20 May 2021 9:53:13 am  
**To:** '[Caz Jackson](#)'  
**Subject:** RE: Northland [  
**Importance:** Normal  
**Sensitivity:** None

---

[Thank you Caz! Talk to you tomorrow](#)

---

**From:** Caz Jackson <[Caz.Jackson@refiningnz.com](mailto:Caz.Jackson@refiningnz.com)>  
**Sent:** Thursday, 20 May 2021 9:42 AM  
**To:** Shane Wilson <[Shane.Wilson@mbie.govt.nz](mailto:Shane.Wilson@mbie.govt.nz)>  
**Subject:** RE: Northland [

No problem. Yes that can work.

---

**From:** Shane Wilson <[Shane.Wilson@mbie.govt.nz](mailto:Shane.Wilson@mbie.govt.nz)>  
**Sent:** Thursday, 20 May 2021 07:46  
**To:** Caz Jackson <[Caz.Jackson@refiningnz.com](mailto:Caz.Jackson@refiningnz.com)>  
**Cc:** Caro Dajnowski <[Caro.Dajnowski@mbie.govt.nz](mailto:Caro.Dajnowski@mbie.govt.nz)>  
**Subject:** Re: Northland [

My apologies Caz I was totally one day ahead of myself! Hoping that Friday at the same time is suitable for you?

Again apologies for the mix up

Shane

Sent from my iPhone

On 19/05/2021, at 3:32 PM, Caz Jackson <[Caz.Jackson@refiningnz.com](mailto:Caz.Jackson@refiningnz.com)> wrote:

11.30 tomorrow for 30 min should work well.

---

**From:** Shane Wilson <[Shane.Wilson@mbie.govt.nz](mailto:Shane.Wilson@mbie.govt.nz)>  
**Sent:** Wednesday, 19 May 2021 15:03  
**To:** Caz Jackson <[Caz.Jackson@refiningnz.com](mailto:Caz.Jackson@refiningnz.com)>  
**Cc:** Caro Dajnowski <[Caro.Dajnowski@mbie.govt.nz](mailto:Caro.Dajnowski@mbie.govt.nz)>

**Subject:** RE: Northland [

Kia ora Caz,

Would tomorrow at 11:30am suit? Or Monday morning between 10 – 11am?

**Caro** can you please ensure this is set up in my calendar and a Teams link added please?

Ngā mihi

Shane

---

**From:** Caz Jackson <[Caz.Jackson@refiningnz.com](mailto:Caz.Jackson@refiningnz.com)>

**Sent:** Wednesday, 19 May 2021 11:58 AM

**To:** Shane Wilson <[Shane.Wilson@mbie.govt.nz](mailto:Shane.Wilson@mbie.govt.nz)>

**Subject:** Northland

Hi – can we catch up before Northland Working Group Meeting? Caz

**Caz Jackson**

**Chief People Officer**

**Refining NZ**

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**Archived:** Monday, 2 August 2021 2:13:54 pm

**From:** [Shane Wilson](#)

**Sent:** Thursday, 27 May 2021 9:33:34 am

**To:** '[Caz Jackson](#)'

**Cc:** [Leah MacDonell](#)

**Subject:** RE: Northland [

**Importance:** Normal

**Sensitivity:** None

---

Kia ora Caz,

I hope your Northland Working Group meeting went well?

Just following on from our last discussion, I have spoken with Leah (CC'd in) from the Principle for the Provincial Development Unit.

Leah would be happy for you to reach out to her and she can make the proper introduction/connection with their local Principle.

Ngâ mihi

Shane

---

**From:** Caz Jackson <[Caz.Jackson@refiningnz.com](mailto:Caz.Jackson@refiningnz.com)>

**Sent:** Wednesday, 19 May 2021 11:58 AM

**To:** Shane Wilson <[Shane.Wilson@mbie.govt.nz](mailto:Shane.Wilson@mbie.govt.nz)>

**Subject:** Northland

Hi – can we catch up before Northland Working Group Meeting? Caz

**Caz Jackson**

**Chief People Officer**

**Refining NZ**

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Teams meeting

NZ Refinery

9/12/21

3pm

Invitees:

Sheryl Mai

Rob Forlong

Naomi James

Caz Jackson

Ellie Martel (organiser)

Penny Smart

Jason Smith

Jude Thompson

Murray Reade

Introductory meeting to the Northland Refinery Transition Group

- The group shared that they have been meeting together as the Northland Refinery Transition Working Group, formed last year, and is made up of Whangarei mayor and CEO, Kaipara mayor, Northland Inc, Whangarei Chamber of Commerce and MSD. Occasionally they have iwi representation on it.
- They were interested in what the Just Transitions Partnerships team does and what a Just Transition entailed.
- I explained that in general terms:
  - A Just Transition is a strategy to move toward a low carbon future, but does not have a dedicated fund attached to it.
  - Particularly, it is about a region leading their own planning process to better ensure that the impacts and opportunities from an economic shock are more evenly distributed (a transition), and
  - Where the nature of the transition is such that support needed is above what is available from existing government programmes, the Just Transitions Partnerships team can be directed by Ministers to work in a region.
- I also explained that a Just Transition would focus on the wider region and how the region could best set itself up to be resilient and less reliant on a particular industry or company – not focussed in on the refinery only.
- Participants explained that they were seeking direction on what to do with the refinery assets and employees should the operation downsize or cease to operate.

Generally the discussion was very focussed on the refinery and its needs to keep commercially operating at its current levels. Things I noted were:

- They identified a need for some sort of workforce transition plan for the region
- That MSD was already providing a high level of support to the work force regarding CV development and job skill matching
- The refinery would like to support them into new jobs or training
- They are seeking some sort of strategic direction from Government regarding how best to utilise their strategic assets (I may have heard this wrong)
- The potential closure and impacts from closing or downsizing operations of the refinery and its impacts would occur sooner than any impacts from the Tiwai smelter closure
- They mentioned a number of alternative energy related ideas that could utilise the workforce and assets such as Hydrogen and would like government resourcing to support this.

Actions:

- Participants agreed that it might be valuable keeping in contact with the Just Transitions team should they seek any further information or advice.

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