



# Officials Group

## MEETING MINUTES

Wednesday April 26, 1-2pm  
The Reserve Bank, No.2 The Terrace.

**Officials Group participants** Auckland Council, Department of the Prime Minister and Cabinet, Ministry of Foreign Affairs and Trade, Parliamentary Counsel Office, State Services Commission, Statistics New Zealand and Treasury.

Agenda #	Topic
1	Welcome and acknowledgements
<p>Apologies noted from Ministry of Justice, Te Puni Kōkiri and Department of Internal Affairs.</p> <p>The Open Government Partnership <a href="#">Independent Reporting Mechanism</a> have indicated they are close to selecting a Reviewer for New Zealand's <i>National Action Plan 2016-18</i>. They are expecting to announce the Reviewer in June.</p> <p>Minutes provided for meeting 22 March 2017.</p>	
2	Update on commitments
<p>Progress updates were provided.</p> <p><b>Commitment 1: Open Budget</b></p> <ul style="list-style-type: none"><li>• 20 interviews with various stakeholders have taken place or are booked in.</li><li>• Stakeholders for these interviews have been identified in eight categories: media, industry representatives, analysts, financial organisations, academia, international organisations, iwi, and community groups.</li></ul> <p><b>Commitment 2: Improving official information practices</b></p> <ul style="list-style-type: none"><li>• Progress is being made on developing official information guidance and the next collection of OIA statistics from agencies.</li></ul> <p><b>Commitment 3: Improving open data access and principles</b></p> <ul style="list-style-type: none"><li>• Agency feedback has been sought on the Open Data Charter</li><li>• Development of the scope of further public consultations.</li></ul> <p><b>Commitment 4: Tracking progress and outcomes of open government data release</b></p> <ul style="list-style-type: none"><li>• Investigating an online tool for agency use, to assess their open data maturity.</li></ul> <p><b>Commitment 5: Ongoing engagement for OGP</b></p> <ul style="list-style-type: none"><li>• Developing logistics, engagement and communications approaches to lead up to the mid-term self-assessment</li><li>• Completed redesign of the <a href="#">‘what’s happening’</a> section of New Zealand’s OGP website.</li></ul>	

**Commitment 6: Improving access to legislation**

- Consultation with agencies underway
- Developing a template for drafting legislation, for use by agencies.

**Commitment 7: Improving policy practices**

- Progress is being made on the delivery of an online policy toolkit
- The toolkit is being designed to provide a number of web-based products for policy practitioners
- Once launched these products will be kept up-to-date through a wiki-style approach to authorship
- A user-centric approach is being applied to entry into the toolkit, so that users can approach the information from a number of angles.

**3 Approach to mid-term assessment / reporting**

The mid-term assessment of the *National Action Plan 2016-18* is due to be published on 30 September 2017.

Officials will be responsible for reporting on their commitments.

**4 Reporting**

Members of the Expert Advisory Panel (EAP) provided feedback on the draft reporting template. Two pieces of feedback were received, both positive.

A progress tracker is being drafted to test its usefulness for the EAP as it guides the implementation of the *National Action Plan 2016-18*.

**5 Next steps**

Members suggested that we consider changing the schedule of Officials Group meetings. It was proposed to meet every two months and to extend the meetings to 90 minutes.