



Expert Advisory Panel & Officials Group

MEETING MINUTES

Wednesday 26 February 2020, 9:00am - 12:00pm

Level 2, The Reserve Bank Building

Expert Advisory Panel attendees Rachel Roberts, Catherine Williams, Jacqueline Paul, Farib Sos, Sean Audain, Simon Wright

Officials Office of the Clerk, Ministry of Youth Development, Ministry of Education, Department of Prime Minister and Cabinet, Department of Internal Affairs, Archives New Zealand, Statistics NZ, Ministry of Business, Innovation and Employment

Apologies Suzanne Snively, Parliamentary Council Office, Office of the Clerk

State Services Commission Officials Phil Newman, Larry Fergusson, Morag McConville

Agenda #	Topic
1	Welcome
<p>CW was delayed – PN opened the meeting and welcomed SA and SW to their first meetings in person. In light of the delay the meeting moved to item 3 ahead of item 2.</p>	
2	Development of NAP 4 2020 -2-22
<p>MM provided an update on the process to date and in particular outlined the ‘idea gathering’ workshops that would be undertaken in March both public and targeted. In particular targeting young people. Noted that EAP members were attending some workshops and thanked them for their participation.</p> <p>Objective is to go to people where they are working with groups to support discussions at their events Facilitation pack to be distributed to EAP following the meeting). Asked for advice and introductions from EAP members and for EAP members to exercise their networks.</p> <p>The need for an active communications programme (including social media) was noted.</p>	
3	Progress Reports on National Action Plan 2018-20
<p>LF provided a brief overview – indicating that the major issue with progress related to Commitment 7 the review of the OIA – awaiting Ministerial decisions. LF also noted that Commitment 2 (Youth Parliament) had been completed. Significant progress with Commitments 4 (Secondary Legislation) and Commitment 10.</p> <p>Members indicated that they were comfortable with the reports overall but that there were some Commitments they would like to discuss with officials notably Commitments 1, 5, 9, 10 and 12.</p> <p>Noted need for Lead Agencies to be able to identify how civil society was involved in implementation, the benefits of this and any lessons learnt and to identify short and medium term benefits arising from the Commitments completion for End-of Term Self-Assessment.</p>	

The publication of the IRM Design Report on the OGP Website was noted – paper provided by the IRM Researcher circulated to members

4 EAP Membership

With PN joining the SSC Team, there is a vacancy on the EAP. Need to consider whether and how any appointment should be made when time allowed.

Officials then joined the meeting at 10:00am

5 Welcome

CW welcomed the Officials to the meeting

6 Process for Development of NAP 4 2020 – 2022

Reminder that agencies encouraged to consider their own proposals to feed into the process.

Discussed possible use of small group sessions led by agencies including current agency stakeholders and interested citizens from the OGP workshop to develop a long list of potential commitments for consideration at the 'First cut of plan' workshop. SSC will support with templates/suggested deliberation techniques etc.

7 Progress Reports on National Action Plan 2018-20

Completion of Commitment 2 (Youth Parliament) was noted – with congratulations to MYD. MYD will provide link to summary material on the Youth Parliament 2019.

Noted completion of the survey of agency public offices' information management practices (Commitment 10) a link to a Stuff article that summarised the findings to be provided.

The Service Design (Commitment 6) and Data Stewardship Commitments (Commitment 9) were showing delayed Milestones. Lead officials were reassessing in light of experience to date and will report further in March Updates.

Office of Clerk officials were asked to provide background to reported concerns about access by people with disabilities to new children's playground at Parliament.

Discussed need identified in EAP discussion for Lead Agencies to be able to identify how civil society was involved in implementation, the benefits of this and any lessons learnt and to identify short and medium term benefits arising from the Commitments completion.

EAP members left the meeting at 11:00 am

8 Process for Development of NAP 4 2020 – 2022

Further discussion about upcoming engagement opportunities.

9 Progress Reports on National Action Plan 2018-20

Agencies were asked to clearly indicate any risks to completion of any Milestones in the March updates.