

Official Information Forum for Leaders

Wednesday 31 October 2018 – 9am to 11am

Venue: Ministry of Education, Level 2, Mātauranga House, 33 Bowen Street

Facilitator: Elisabeth Brunt (General Manager Ministerial and Executive Services, Ministry of Social Development)

Agenda:

9.00	Introduction Elisabeth Brunt, General Manager Ministerial and Executive Services, Ministry of Social Development - Facilitator
9.05	Welcome and opening remarks Catherine Williams, Deputy Commissioner, Integrity Ethics and Standards, SSC
9:15	Proactive release of Cabinet papers Erik Koed, Assistant Commissioner, SSC
9:35	OIA Practice Reviews Emma Leach, Assistant Ombudsman and Ainslie Fenwick, Manager, Official Information Practice Investigations
9:55	Morning tea and networking
10.15	Case study: Department of Conservation Lucy Alcock, Director Government Services and Andrew Martin, Principal Advisor
10:35	Case study: Ministry of Culture and Heritage Becky MacNeill, Deputy Chief Executive Organisational Performance and Kim Rex, Manager Ministerial Services
10.55	Close

Speaking notes - Catherine Williams

Summary of Speaking Points

- It is a real pleasure to welcome you all here today at the Official Information Leaders Forum. There is a strong passion across the State sector for open and transparent government and we see this reflected here in your participation in these forums.
- I would like to offer a special welcome to staff from the Office of the Ombudsman who are joining us here today to talk about their OIA practice reviews. We have greatly enjoyed working with our Ombudsman's office colleagues to help lift agency capability in the OIA space.
- Today I'm going to talk about what has been happening since the publication of the last OIA statistics.
- At the last forum, I talked about the preliminary results for the January to June statistics, where we saw continued improvement in the public service and strong performance by autonomous and independent Crown entities. More than half of all agencies also reported 100% of requests completed within legislated time limits, which has almost doubled since the collection of statistics first started.
- However, other agencies did not perform so well and when you look at the data there are some variable results which saw an overall reduction in the proportion of OIA requests completed on time. This serves as a reminder to us all that we cannot be complacent.
- When I spoke to you at the August forum, I said that we needed to take action now to ensure that the overall decline in OIA requests being completed on time doesn't become a trend.
- Since then, we've been engaging with agencies to identify opportunities for improvement.

- So, it's with great pleasure that today I'm able to acknowledge the fantastic work being done across many agencies to continue to lift their timeliness performance. Well done to all of you and keep up the good work.
- Finally, I would just like to remind you that if you have concerns about how things are tracking in your agency's management of OIAs, please contact us and we will find ways to help support you.
- These forums are aimed at supporting your efforts in improving practices and performance. We hope you are able to make the most of this opportunity to network with other agencies and share ideas with one another.
- I hope you enjoy today's presentations and discussions.

Proactive release of Cabinet papers

The SSC presented to the forum on the updated requirements for the proactive release of Cabinet material (Cabinet and Cabinet committee papers and minutes). These new requirements update and replace previous advice. See PowerPoint slides.

The suite of Cabinet papers relating to these changes have also been published on the SSC website under [Strengthening Proactive Release Requirements](#).

Official Information Practice Investigations: Office of the Ombudsman

The Office of the Ombudsman outlined for the forum how they are approaching official information practice investigations in agencies, and the key themes that have emerged from the four reviews completed so far.

See PowerPoint slides.

Case studies: Department of Conservation and Ministry for Culture and Heritage

The Department of Conservation and the Ministry for Culture and Heritage were two of the four agencies that had practice investigations undertaken earlier this year by the Office of the Ombudsman. They shared their experiences of the investigation process, the approaches they took to support it, key learnings and practice improvements.

See PowerPoint slides.