



# Agenda

## Open Government Partnership Expert Advisory Panel

**Date / time:** Wednesday 8 August 2018, 9:00am – 12:00 noon

**Venue:** Beeby Room Level 10, The Reserve Bank, No 2 the Terrace

Agenda #	Topic
1	<b>EAP Pre-meet – 9:00am</b>
	<ul style="list-style-type: none"><li>EAP prepare for meeting</li></ul>
2	<b>Associate Minister of State Services (Open Government) – 9:45am</b> <i>(Minister arrives c9:45am - Morning tea at 10:00am)</i>
	<ul style="list-style-type: none"><li>Welcome and introductions</li><li>Open Government Strategy</li><li>Role of EAP</li><li>NAP 2018-20</li></ul> <p>[The Minister will depart at 10:30]</p>
3	<b>Discussion with OGP IRM Keitha Booth – 10:30am</b>
	<ul style="list-style-type: none"><li>NAP 2 Self-assessment and Review</li></ul>
4	<b>Tbilisi, Georgia OGP Summit – 11.00am</b>
	<ul style="list-style-type: none"><li>Feedback and discussion</li></ul>
5	<b>Draft NAP 2018-20 – 11:30am</b>
	<ul style="list-style-type: none"><li>Overview of feedback received (Larry)</li><li>Discuss feedback and draft NAP Plan</li></ul>
6	<b>Wrap Up- 11:55pm</b>
	<ul style="list-style-type: none"><li>Next steps</li></ul>

## Attachments:

- Minutes of 11 July May EAP meeting
- Updated Draft National Action Plan 2018 -20



# Expert Advisory Panel and Officials Group

## MEETING MINUTES

Wednesday 8 August 2018, 9:00am-12:00 noon

Beeby Room Level 10, The Reserve Bank Building

**Expert Advisory Panel attendees** Anaru Fraser, Phil Newman, Rachel Roberts, Suzanne Snively, (Scott Miller video-conferenced in for part of the Meeting)

**State Services Commission Officials** Amy Allison, Larry Fergusson, Morag McConville, Helen Moody

**State Services Commission Chair** Catherine Williams, Acting Deputy Commissioner Integrity, Ethics & Standards (part of the Meeting)

Agenda #	Topic
1	Pre-meeting Discussion
The EAP had a preliminary discussion before they were joined by the Chair and the Associate Minister for State Services (Open Government) (the Associate Minister).	
2	Discussion with Associate Minister of State Services (Open Government)
Catherine welcomed the Associate Minister and introduced the members of the EAP.	
The Associate Minister discussed her intention to develop an Open Government Strategy. Her intent to do this with civil society and a discussion on the purpose, possible content and engagement processes followed.	
The discussion included the possibility of EAP members' assisting the Associate Minister, in particular with the engagement aspects of developing the proposed Strategy.	
The discussion included comment (favourable) on the process for development of the National Action Plan 2018-20.	
The Minister departed at approximately 10:30am.	
3	Discussion with OGP IRM Researcher Keitha Booth
Keitha Booth joined the meeting. She outlined her role in the development of the End-term IRM Report. She had a series of matters to discuss with the EAP and worked through these in discussion with the members.	
4	Tbilisi, Georgia OGP Summit
Scott Miller joined the meeting virtually to provide observations on the Tbilisi OGP Summit. Anaru had also attended the Summit.	
It was noted that OGP seems to be moving towards a human rights approach, at least among a majority of member states. In addition to data requirements, other areas such as inequality, women, youth and indigenous peoples' rights are coming through as priorities, which will contextualise the Canadian OGP Summit next year.	
5	Draft NAP 2018-20
There was a brief discussion on the shaping of the third Plan and the process for finalising it.	

# Agenda

## Open Government Partnership Expert Advisory Panel and Officials Group

**Date / time:** Wednesday 11 July 2018, 10:00am – 2:30pm

**Venue:** Level 2, The Reserve Bank, No 2 the Terrace

Agenda #	Topic
1	<b>Welcome to EAP – 10:00am</b>
	<ul style="list-style-type: none"> <li>Welcome</li> </ul>
2	<b>Minutes from Previous Meetings – 10:05am</b>
	<ul style="list-style-type: none"> <li>Minutes of 16 May EAP meeting</li> <li>Minutes 5 June 2018 EAP and Officials Meeting</li> </ul>
3	<b>Self-assessment for OGP 2016-2018 National Action Plan – 10:10am</b>
	<ul style="list-style-type: none"> <li>Update from Amy</li> <li>Discuss Progress Reports on commitments to June 2018</li> <li>Next Steps</li> </ul>
4	<b>Welcome to Officials – 10:30am</b>
	<ul style="list-style-type: none"> <li>Welcome and introductions</li> </ul>
5	<b>Proposed commitments for OGP 2018-20 National Action Plan – 10:40am</b>
	<ul style="list-style-type: none"> <li>Discuss proposed commitments</li> </ul>
6	<b>Lunch and reflect on progress – 12 noon</b>
7	<b>Proposed commitments for OGP 2018-20 National Action Plan– 12:45am</b>
	<ul style="list-style-type: none"> <li>Discuss remaining proposed commitments</li> </ul>
8	<b>Report components for OGP 2018-2020 National Action Plan– 2:00pm</b>
	<ul style="list-style-type: none"> <li>Discuss approach to documenting the National Action Plan 2018-2020</li> </ul>
9	<b>Wrap Up- 2:15pm</b>
	<ul style="list-style-type: none"> <li>Next steps</li> </ul>

## Attachments:

- Minutes of 16 May EAP meeting
- Minutes 5 June 2018 EAP and Officials Meeting with appendix of Themes and Ideas
- Progress Reports on commitments to June 2018
- Flipcharts from 2 July Synthesis Workshop
- A3 – Developing the Third National Action Plan



# Expert Advisory Panel and Officials Group

## MEETING MINUTES

Tuesday 11 July 2018, 10:00am-2:30pm  
State Services Commission

<b>Expert Advisory Panel attendees</b>	Anaru Fraser, Scott Miller, Phil Newman, Rachel Roberts, Suzanne Snively (part of meeting)
<b>State Services Commission Officials</b>	Amy Allison, Larry Fergusson, Morag McConville, Helen Moody
<b>State Services Commission Chair</b>	Catherine Williams, Acting Deputy Commissioner Integrity, Ethics & Standards

Agenda #	Topic
1	Welcome and Introductions)
<p>Catherine welcomed the EAP and explained that officials would be joining the meeting at 10:30 to discuss the proposals for commitments in the draft National Action Plan 2018-20.</p> <p>The minutes of the meetings on 16 May and 5 June were approved.</p>	
2	Self-assessment for OGP 2016-2018 National Action Plan
<p>Amy provided an update on the progress to date with the commitments in the National Action plan 2016-18 and on the completion of the end of term Self-assessment. With one exception (Commitment 1 - Open Budget) all milestones for all commitments were completed. One milestone was still in progress at the end of the term.</p>	
3	Joint EAP and Officials Session
<p>Officials from Department of Internal Affairs, Stats NZ, Department of the Prime Minister and Cabinet, Ministry for Culture and Heritage, Ministry of Education, State Services Commission, Ministry of Justice joined the meeting.</p> <p>Officials talked to the commitments they proposed and discussion ensued on the content of and approach to implementation of each proposal. The overall list of proposed commitments was confirmed (see attachment 1).</p> <p>The need to tell a story about New Zealand's unique context was agreed and it was noted this should address:</p> <ul style="list-style-type: none"><li>• The key elements of diversity and inclusiveness – “the how” of implementation is important</li><li>• How the NAP fitted in the overall open government landscape</li><li>• Initiatives that were underway outside the Plan that responded to open government values and ideas proposed during the engagement process.</li><li>• EAP challenged officials to stretch and be clear about the ambition for each Commitment and the difference it will make for New Zealanders.</li></ul>	
4	Next Steps
<p>Officials from the lead agencies to further develop the proposed commitments in light of the discussion.</p>	



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NEW ZEALAND

State Services Commission officials to contact the Office of the Clerk, Ministry for Youth Development, and Parliamentary Counsel Office to confirm the requirements for documenting their commitments.

SSC to prepare a first draft of the Plan and circulate it to the EAP and Officials for feedback and discussion at the EAP meeting on 8 August 2018.



## **ATTACHMENT 1:**

### **Notes from OGP Workshop 11 July 2018**

#### ***Content for the Next National Action Plan 2018-2020***

##### **Participation in democracy**

- Children and young people
  - Youth Parliament (MYD)
  - School Leavers' Toolkit (MoE)
- Engagement with Parliament (Office of the Clerk)
- Access to legislation (PCO)

##### **Collaboration to develop policy and services**

- Policy development (DPMC with potential case studies from MoE and MCH)
- Digital service design (DIA)

##### **Transparency and accountability**

- Official information
  - Proactive release of OIA responses (SSC)
  - OIA legislation (SSC/MoJ)
- Data and information - stewardship and access
  - Open dataset of Government agencies (DIA)
  - Open dataset of government contracts (MBIE)
  - Algorithms (StatsNZ)
  - Stewardship of data (StatsNZ)
  - Trust in public records (DIA)

In addition to these proposed commitments, we would like to highlight the activities by the following agencies in an introductory section, highlighting the broader open government activity in NZ: MCH (broader work programme), MoJ (anti-corruption) and MBIE (beneficial interest register), StatsNZ (open data, Indicators Aotearoa), plus Treasury's on-going work programme on open budgetting.



# Agenda

## Open Government Partnership Expert Advisory Panel & Officials Group Meetings

**Date / time:** Monday 11 November 2019, **10:00 am – 12:00 noon**

**Venue:** Beeby Room, Level 10 Reserve Bank Building, 2 The Terrace

### Expert Advisory Panel meeting

Agenda #	Topic
1	<b>Welcome</b> <ul style="list-style-type: none"><li>Welcome</li><li>Introduce new EAP members</li></ul>
2	<b>Process for Development of NAP 2020 – 2022</b> <ul style="list-style-type: none"><li>Improving Public Engagement</li></ul>

### Expert Advisory Panel & Officials Group Meeting

1	<b>Welcome</b> <ul style="list-style-type: none"><li>Welcome</li><li>Introduce new EAP members</li></ul>
2	<b>Progress Reports on National Action Plan 2018-20</b> <ul style="list-style-type: none"><li>Discussion and feedback on Commitment Reports</li></ul>
3	<b>Process for Development of NAP 2020 – 2022</b> <ul style="list-style-type: none"><li>Discussion</li><li>Networks and upcoming events that could be leveraged</li><li>Communications</li></ul>

### Attachments:

Item 1 – EAP Biographies

Item 2

- NAP 2018-20 Implementation Update
- Consolidated Progress Reports

Item 3 – Strawperson materials





# Expert Advisory Panel & Officials Group

## MEETING MINUTES

Monday 11 November 2019, 10:00am - 12:10pm

Level 2, The Reserve Bank Building

### Expert Advisory Panel attendees

Rachel Roberts, Catherine Williams, Jacqueline Paul, Farib Sos, Sean Audain and Phil Newman (the latter two by video link)

### Officials

Office of the Clerk, Ministry of Youth Development, Ministry of Education, Parliamentary Council Office, Department of Internal Affairs, Archives New Zealand, Statistics NZ, Ministry of Business, Innovation and Employment

### Apologies

Suzanne Snively, Simon Wright

### State Services Commission

Larry Fergusson, Morag McConville

### Officials

Agenda #	Topic
1	Welcome
<p>Catherine opened the meeting and welcomed the new members Jacqueline Paul, Dr Farib Sos and Sean Audain.</p> <p>Farib, Jacqueline and Sean spoke about their aspirations for their membership of the EAP.</p>	
2	Process for Development of NAP 2020-2022
<p>There was discussion about the need to leverage existing networks and events to go where people were already and connecting with the reasons people would have for wanting to engage on open government matters.</p> <p>The EAP agreed it would be important to get ideas from officials into the discussion early. A part of this is about clarity about and a shared appreciation of the outcomes or impact that are being sought.</p> <p>The Officials then joined the meeting at 11:00am.</p> <p>There was discussion about the importance of providing people with context and telling the stories about how the public have influenced how Commitments have been developed and been implemented. There was also a need to provide a longer-term story about open government in New Zealand and how it was important to New Zealanders.</p> <p>The possibility of inviting the participation of focus groups as Commitments are developed which could then participate in implementation as well was discussed positively.</p> <p>We need to avoid public service speak in our communications, use language that people will connect with.</p> <p>Officials recognised the importance of bringing their ideas for Commitments for the next plan into the conversation early.</p> <p>Officials and EAP agreed that the approach as suggested should be put out to NZ for comment (note this is subject to SSC completing internal sign offs)</p>	



The EAP complemented officials on the level of engagement they were achieving in the implementation of the Commitments but encouraged officials to demonstrate how they were connecting to people at the grassroots, going beyond proxies. They recognised this would be a challenge but would also develop a supportive constituency.

The IRM Reviewer will be looking to identify impacts in the End-Term Report. Officials should look to evidence impact in update reports. This could be demonstrated by the relationships that were being built as the Commitments are implemented (the modelling impact). The second element was evidence that pointed to the likely longer-term impact of the Commitment and the reason for it (its intended impact). It is useful to be thinking about this now.

EAP members departed at 12:00 and the meeting closed at 12:10.



# Agenda

## Open Government Partnership Expert Advisory Panel

**Date / time:** Wednesday 18 October 2018, **10:00am – 12:00 noon**

**Venue:** Hunt Room, Ministry of Health, 133 Molesworth Street

Agenda #	Topic
1	<b>Welcome</b>
	<ul style="list-style-type: none"><li>Welcome</li><li>Confirm minutes of meetings on 11 July and 8 August 2018</li></ul>
2	<b>Feedback on the National Action Plan 2018-20</b>
	<ul style="list-style-type: none"><li>Update on any additional feedback received</li><li>Discussion on feedback received</li></ul>
3	<b>Update on early progress on commitments</b>
	<ul style="list-style-type: none"><li>Report back from Officials Group meeting on 15 October</li></ul>
4	<b>Selection process for new Panel members</b>
	<ul style="list-style-type: none"><li>Discuss and agree draft selection process</li></ul>
5	<b>Wrap Up</b>
	<ul style="list-style-type: none"><li>Next steps</li></ul>

## Attachments:

11\_July\_2018\_minutes\_joint\_Expert\_Advisory\_Panel\_and\_Officials\_Group\_Workshop

8\_August\_2018\_minutes\_Expert\_Advisory\_Panel\_meeting

# Agenda

## Open Government Partnership: EAP & Officials Group Meetings

**Date / time:** Wednesday 26 February 2020, **9:00 am – 12:00 noon**

**Venue:** Seminar Room 1, Level 2, Reserve Bank Building, 2 The Terrace

### Expert Advisory Panel meeting 9:00 – 10:00

Agenda #	Topic
1	<b>Welcome</b>
	<ul style="list-style-type: none"> <li>Welcome</li> </ul>
2	<b>Development of NAP 4 2020 – 2022 (40 mins)</b>
	<ul style="list-style-type: none"> <li>Overview of Engagement and Activity Plan</li> <li>Feedback from EAP</li> <li>Desired Outcomes from March and April workshops</li> <li>Workshop Attendance by EAP, SSC and Key Stakeholders</li> <li>EAP access to networks and community engagement</li> </ul>
3	<b>Progress Reports on National Action Plan 2018-20 (15 mins)</b>
	<ul style="list-style-type: none"> <li>Initial feedback from EAP</li> <li>Design Report published 12 Feb 2020</li> <li>Update from OGP Support Unit call</li> </ul>
4	<b>EAP</b>
	<ul style="list-style-type: none"> <li>Membership</li> </ul>

### Expert Advisory Panel & Officials Group Meeting 10:00 – 11:00

5	<b>Welcome</b>
	<ul style="list-style-type: none"> <li>Welcome</li> </ul>
6	<b>Process for Development of NAP 4 2020 – 2022</b>
	<ul style="list-style-type: none"> <li>Summary of Overview of Engagement &amp; Activity Plan <ul style="list-style-type: none"> <li>Importance of co-creation</li> </ul> </li> <li>Proposed Theming – Early Thinking</li> <li>Agency preliminary ideas</li> </ul>



7	Progress Reports on National Action Plan 2018-20
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| <ul style="list-style-type: none"><li>• Discussion and feedback on Commitment Reports</li></ul> |
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## Officials Group Meeting 11:00 – 12: 00 noon

8	Process for Development of NAP 4 2020 – 2022
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| <ul style="list-style-type: none"><li>• Engagement opportunities for Agencies</li><li>• Agency-led workshops, guidance, desired outcomes</li></ul> |
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9	Progress Reports on National Action Plan 2018-20
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| <ul style="list-style-type: none"><li>• Review of progress and Agency support</li></ul> |
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10	Other Business
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| <ul style="list-style-type: none"><li>• </li></ul> |
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## Attachments:

Item 2 & 6

- Workshop Process

Item 3 & 7

- NAP 2018-20 Implementation Update
- Consolidated Progress Reports

Item 3

- [Design Report](#)



# 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
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.	
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

<b>4</b>	<b>EAP Membership</b>
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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

<b>5</b>	<b>Welcome</b>
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CW welcomed the Officials to the meeting

<b>6</b>	<b>Process for Development of NAP 4 2020 – 2022</b>
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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.

<b>7</b>	<b>Progress Reports on National Action Plan 2018-20</b>
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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

<b>8</b>	<b>Process for Development of NAP 4 2020 – 2022</b>
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Further discussion about upcoming engagement opportunities.

<b>9</b>	<b>Progress Reports on National Action Plan 2018-20</b>
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Agencies were asked to clearly indicate any risks to completion of any Milestones in the March updates.



# Expert Advisory Panel

## MEETING MINUTES

Monday 20 May 2019, 10:00am-11:30am

Dame Margaret Room Level 10, The Reserve Bank Building

**Expert Advisory Panel attendees**

Phil Newman, Rachel Roberts, Suzanne Snively

**State Services Commission Chair**

Catherine Williams

**State Services Commission**

Larry Fergusson, Morag McConville

**Officials**

Agenda #	Topic
1	Welcome
<p>Catherine welcomed the members as they arrived.</p> <p>The minutes of the meeting on 25 February were confirmed</p>	
2	Ottawa Summit
<p>Catherine is attending the 6<sup>th</sup> OGP Global Summit in Ottawa at the end of March. She has been asked to speak at two sessions and New Zealand along with France will be leading a session related to the "Christchurch Call".</p> <p>She will take the opportunity to meet with other countries to compare experiences.</p> <p>She will report back on her return.</p>	
3	EAP Refresh
<p>Catherine reported on progress. The next step is to interview the short list of 7. The focus of questions was discussed along with the make up of the interview panel (Catherine, one EAP member and one member from the Officials Group).</p>	
4	Progress Reports on National Action Plan 2018-20
<p>Larry reported briefly on the second set of Update Reports – commenting that we had asked agencies to indicate what they were doing and intended to do to engage with civil society in the implementation of the Milestones. Most had done so.</p> <p>The EAP pointed to the importance of using the Updates to tell the story of the Commitments both the process and the results they were building. Capturing voices from the engagement in the implementation would be a useful way of doing that.</p> <p>DIA had trialled reporting on expected impacts – this is more aimed at the next End-of-Term Report and being in apposition to show short and medium term impacts from the Commitment completion.</p>	
5	Official join the Session
<p>Officials then joined the session for a discussion with the EAP about the updates and progress with the implementation of Commitments.</p>	
6	Next Steps
<ul style="list-style-type: none"><li>• Publish Update Reports</li><li>• Interview prospective EAP members</li></ul>	



# Agenda

## Open Government Partnership: EAP & Officials Group Meetings

**Date / time:** Wednesday 22 July 2020, **9:30 am – 12:30 pm**

**Venue:** Beeby & Dame Margaret Rooms, Level 10, Reserve Bank Building, 2 The Terrace

### Expert Advisory Panel meeting 9:30 – 10:30

Agenda #	Topic
1	Welcome & Coffee
2	Topics for discussion
	<ul style="list-style-type: none"> <li>Emerging themes from NAP3 quarterly updates</li> <li>NAP3 extension: variance to milestones and activities</li> <li>NAP4 Engagement Plan</li> <li>Open government champions across the public service</li> <li>Draft Kawa</li> </ul>

### Expert Advisory Panel & Officials Group Meeting 10:30 – 12:30

4	Morning Tea & Whanaungatanga
	<ul style="list-style-type: none"> <li>EAP and Officials relationship building</li> </ul>
5	NAP3 Learning Forum
	<p>Small group discussions on agency learnings from NAP3 implementation. Three groups:</p> <ul style="list-style-type: none"> <li>Group 1: Participation in democracy – <b>Ministry of Education (Tommy McLoughlin)</b></li> <li>Group 2: Public participation in policy development – <b>Department of Prime Minister &amp; Cabinet (Diane Owenga)</b></li> <li>Group 3: Transparency &amp; Accountability – <b>Department of Statistics (Dale Elvy)</b></li> </ul>
6	NAP3 Learning Plenary
	<ul style="list-style-type: none"> <li>Open discussion</li> </ul>
7	Lunch & Close

### Attachments:

- NAP3 Quarterly Update Summary June 2020
- NAP3 Consolidated Quarterly Reports June 2020
- Draft Kawa

# Agenda

## Open Government Partnership: EAP & Officials Group Meetings

**Date / time:** Wednesday 22 July 2020, **9:30 am – 12:30 pm**

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Agenda #	Topic
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### Expert Advisory Panel & Officials Group Meeting 10:30 – 12:30

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7	Lunch & Close

### Attachments:

- NAP3 Quarterly Update Summary June 2020
- NAP3 Consolidated Quarterly Reports June 2020
- Draft Kawa



# Expert Advisory Panel and Officials Group

## MEETING MINUTES

Wednesday 22 July 2020, 9:30 am - 12:30 pm

Level 10, The Reserve Bank Building

<b>Expert Advisory Panel attendees</b>	Rachel Roberts, Suzanne Snively, Farib Sos, Sean Audain, Simon Wright, Jacqueline Paul
<b>Officials Group</b>	Office of the Clerk, Ministry of Education, Department of the Prime Minister and Cabinet, Department of Internal Affairs, Stats NZ, Archives NZ
<b>Apologies</b>	Parliamentary Counsel Office, Ministry of Justice, Ministry of Business, Innovation and Employment
<b>State Services Commission Officials</b>	Phil Newman, Larry Fergusson, Stephen Moore, Victoria Hume

Agenda #	Topic
<b>Expert Advisory Committee</b>	
<p>The Reports to the end of the first half of 2020 were pre-circulated. EAP were asked to identify particular issues they wished to discuss with officials.</p> <p>EAP were generally concerned about the impacts of COVID-19 on delivery and Agency Plans for responding to those impacts. They were also concerned to capture agency experience in responding to the pandemic and lessons that could be built into the delivery of the current Plan or in the building of the next Plan.</p> <p>Stephen talked about the possibility of promoting Open Government champions in agencies across the sector, building on the experience in the OIA space as a way of getting more involvement by a wider group of agencies.</p> <p>The proposed Kawa was discussed and agreed with Jackie agreeing to do some work refining the presentation.</p>	
<b>Expert Advisory Committee and Officials Group</b>	
<p>Following a meet and greet session the meeting broke into three groups for small Group discussions led by:</p> <ul style="list-style-type: none"><li>Group 1: Participation in democracy – Ministry of Education (Tommy McLoughlin)</li><li>Group 2: Public participation in policy development – Department of Prime Minister &amp; Cabinet (Diane Owenga)</li><li>Group 3: Transparency &amp; Accountability – Department of Statistics (Dale Elvy).</li></ul> <p>The small groups heard from and discussed the approaches and experience of the agencies in engaging with the public during implementation of the Commitments.</p>	

In plenary the overall messages were about the value of engagement during implementation and the lessons that had been learnt that should be cemented into future Plan implementation. A Summary of observations noted during the Plenary follows.

DPMC invited the EAP to review the resources they are preparing.

All attendees thought using small groups focused on the experience of a commitment leader followed by reflections in a plenary session was an excellent innovation that should be adopted in the future, enabling a more detailed discussion about the Commitments.

## **Summary of Observations**

### **Commitment Development**

- It would be good to have time in the process to scope commitments appropriately and to consider and scope together as a group.
- On one hand less prescriptive milestones are helpful but then external advocates need something to follow. What can be agreed is the need for meaningful commitments.
- Need for adequate resourcing, often work gets finished by the grace and favour of people
- The how is just as important as the what for commitments.
- Look at how engagement can continue to happen.
- Open to longer timeframes being discussed with OGP International

### **Commitment Implementation**

- Trying to build in a culture of measurement, reflection etc.
- Multiple teams found their internal capability for Māori guidance, tikanga guidance, te reo etc under resourced.  
Things are often process driven not kaupapa driven.
- Excellent capability building example at DPMC.
- Stats algorithm work is a great example of agency engagement (14 agencies) and will hopefully be launched very soon.
- Education has been extremely busy creating civics resources including Māori medium videos to empower Māori youth and convey how they can have their say/influence issue that matter to them and their whānau.
- EAP encourages people to be courageous and keep going.

### **Open Government and OGP**

- You need to build up trust and relationships so others can see the purpose – open Government is a vague term.
- Better communication needed about how valuable this public facing work can be.
- Open Government is one of the principles in the Public Service Bill which we will help bring to life.
- Need to work on the Partnership aspect of OGP.
- OGP can be a place for some innovation and experimentation, a basis for positive transformation.

### **Other**

- Amazing to see the passion everyone has and there has been great work done that we want to acknowledge.



# Expert Advisory Panel and Officials Group

## MEETING MINUTES

Wednesday 22 July 2020, 9:30 am - 12:30 pm

Level 10, The Reserve Bank Building

<b>Expert Advisory Panel attendees</b>	Rachel Roberts, Suzanne Snively, Farib Sos, Sean Audain, Simon Wright, Jacqueline Paul
<b>Officials Group</b>	Office of the Clerk, Ministry of Education, Department of the Prime Minister and Cabinet, Department of Internal Affairs, Stats NZ, Archives NZ
<b>Apologies</b>	Parliamentary Counsel Office, Ministry of Justice, Ministry of Business, Innovation and Employment
<b>State Services Commission Officials</b>	Phil Newman, Larry Fergusson, Stephen Moore, Victoria Hume

Agenda #	Topic
<b>Expert Advisory Committee</b>	
<p>The Reports to the end of the first half of 2020 were pre-circulated. EAP were asked to identify particular issues they wished to discuss with officials.</p> <p>EAP were generally concerned about the impacts of COVID-19 on delivery and Agency Plans for responding to those impacts. They were also concerned to capture agency experience in responding to the pandemic and lessons that could be built into the delivery of the current Plan or in the building of the next Plan.</p> <p>Stephen talked about the possibility of promoting Open Government champions in agencies across the sector, building on the experience in the OIA space as a way of getting more involvement by a wider group of agencies.</p> <p>The proposed Kawa was discussed and agreed with Jackie agreeing to do some work refining the presentation.</p>	
<b>Expert Advisory Committee and Officials Group</b>	
<p>Following a meet and greet session the meeting broke into three groups for small Group discussions led by:</p> <ul style="list-style-type: none"><li>Group 1: Participation in democracy – Ministry of Education (Tommy McLoughlin)</li><li>Group 2: Public participation in policy development – Department of Prime Minister &amp; Cabinet (Diane Owenga)</li><li>Group 3: Transparency &amp; Accountability – Department of Statistics (Dale Elvy).</li></ul> <p>The small groups heard from and discussed the approaches and experience of the agencies in engaging with the public during implementation of the Commitments.</p>	

In plenary the overall messages were about the value of engagement during implementation and the lessons that had been learnt that should be cemented into future Plan implementation. A Summary of observations noted during the Plenary follows.

DPMC invited the EAP to review the resources they are preparing.

All attendees thought using small groups focused on the experience of a commitment leader followed by reflections in a plenary session was an excellent innovation that should be adopted in the future, enabling a more detailed discussion about the Commitments.

## **Summary of Observations**

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- The how is just as important as the what for commitments.
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- EAP encourages people to be courageous and keep going.

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- Better communication needed about how valuable this public facing work can be.
- Open Government is one of the principles in the Public Service Bill which we will help bring to life.
- Need to work on the Partnership aspect of OGP.
- OGP can be a place for some innovation and experimentation, a basis for positive transformation.

### **Other**

- Amazing to see the passion everyone has and there has been great work done that we want to acknowledge.



# Expert Advisory Panel

## MEETING MINUTES

Wednesday 24 July 2019, 9:30 - 11:30am

Dame Margaret Room Level 10, The Reserve Bank Building

### Expert Advisory Panel attendees

Rachel Roberts, Suzanne Snively, Anaru Fraser, Catherine Williams

### Apologies

Phil Newman

### State Services Commission

Larry Fergusson, Morag McConville

### Officials

Agenda #	Topic
1	Welcome
<p>The meeting started half an hour earlier to enable a discussion between the EAP and the IRM researcher Keitha Booth.</p> <p>Catherine provided a brief oral report on her reflection from attendance at the OGP Global Summit in Ottawa at the end of May. She will provide a formal written report in due course. Catherine also provided a brief update on the EAP refresh process. Seven excellent nominees had been interviewed all of whom would add value to the EAP and four of whom would be considered further for the vacant seats.</p> <p>Catherine referred to the embargoed draft IRM Report that had been circulated to members ahead of the meeting. She expressed several concerns that she had conveyed to the IRM and shared with the researcher.</p> <p>She then invited the EAP to discuss the Report following which they would meet with the researcher. Catherine and Larry then left the meeting.</p>	
2	EAP discuss the draft Report
3	EAP meet with IRM researcher
4	Progress Reports on National Action Plan 2018-20
<p>Officials then joined the session for a discussion with the EAP about the updates and progress with the implementation of Commitments.</p> <p>DPMC provided commentary on workshops they had been running and discussed the process for identifying a pilot case study for Commitment 5.</p> <p>MBIE discussed the process they were undertaking for Commitment 13 and in particular the outputs of workshops they had held with stakeholders.</p> <p>There was discussion about the need to put Commitments into context which would enable people to understand better what the Commitment would implement and how it would fit with other current and future work streams. It would also, along with impact statements, help people to understand the significance of Commitments. At the prompting of the EAP officials agreed that a short context statement at the beginning of each Update Report would assist public understanding.</p>	



EAP and Officials discussed doing some learning by doing in sessions with officials. Taking the practice happening in one of two of the commitments and doing a dive into what officials are observing, what is working, what they could improve, how they could improve – sharing and learning from each other. Finally there was discussion about leveraging off the networks that agencies were creating/using to support each other's Commitments and the development of the next plan.

The SSC would do some work on this for discussion at a future combined EAP and Officials Group meeting.

6

Close out

- The minutes of the 20 May meeting were confirmed.





# Expert Advisory Panel

## MEETING MINUTES

Wednesday 24 June 2020, 12:00 pm - 1:30 pm

Level 2, The Reserve Bank Building

**Expert Advisory Panel attendees** Rachel Roberts, Suzanne Snively, Farib Sos, Sean Audain, Simon Wright

**Apologies** Jacqueline Paul

**State Services Commission Officials** Catherine Williams, Phil Newman, Larry Fergusson, Stephen Moore, Victoria Hume

Agenda #	Topic
1	<b>Scheduled meeting with Peter Hughes, State Services Commissioner</b>
<p>EAP expressed extreme disappointment that Peter Hughes was unable to attend today's meeting as planned. It was requested that this be passed onto the Commissioner and that EAP would appreciate understanding why he could not attend.</p> <p>CW apologised on behalf of Peter Hughes.</p> <p>It was agreed that CW would contact Peter's office to secure a meeting with EAP to occur after the forthcoming meeting with Minister Hipkins. It is preferred that this meeting be for longer than 30 minutes, to enable time for knowing each other as well as discussion of OGP activities and plans.</p>	
2	<b>Scheduled meeting with Hon Chris Hipkins, Minister for Open Government, 02 July 2020</b>
<p>CW updated EAP that the Minister has expressed interest in a stronger NAP this time and is conscious of it being developed in the light of NZ's Covid-19 response and recovery.</p> <p>Discussion was held about whether EAP had specific topics they wish to raise with Minister Hipkins.</p> <p>It was agreed that the Minister be invited to share his vision for open government and OGP in New Zealand as a starting point for the kōrero.</p> <p>It was agreed that EAP would email PN with bullet points of any specific topics for discussion and that these would be passed directly to the Minister's office. These should be with PN by close of business Friday 26 June.</p> <p>It was agreed that SSC would provide a short summary of other open government initiatives occurring outside OGP ahead of the meeting. Annex 1.</p>	
3	<b>NAP4 Engagement</b>
<p>CW outlined an approach to NAP4 development and engagement, building on the advice provided by EAP. We plan to use the next few months to plan public engagement well, implement engagement from about October 2020 – March 2021, and then draft the plan for approval and submission by the end of August 2021.</p> <p>EAP expressed support for the approach, especially the value of a well-developed engagement plan and of working closely with agencies on their approach to generating commitments.</p>	

Discussion ensued around options for engagement – whether to go wide and open or consider a targeted and thematic approach.

It was agreed that there is a need for good facilitation conversations that enable audiences to understand the relevance of OGP for them, thereby generating deeper engagement in the development of NAP4 and a stronger set of commitments in the Plan.

It was agreed that there is value in involving additional civil society voices in engagement planning and SSC is encouraged to stay in regular contact with interested parties.

It was agreed that NAP4 engagement planning will be done by SSC and EAP together in a collaborative way.

#### 4 Role of EAP in community outreach

EAP asked questions about the ongoing momentum of OGP if there is a change of Government in September. EAP members then raised the prospect of their civil society/private citizen status having a different ability than SSC to outreach to the community, particularly to members of political parties and politicians.

In response CW stated on three occasions that, as EAP operates under the auspices of SSC, EAP members may not engage in any discussions with politicians or political parties that may be perceived as representing the views of SSC about open government or OGP.

EAP members are reminded that as members of a group who provides advice to the SSC they are seen to be associated with the SSC and may be perceived to be speaking for the SSC. Where that possibility exists, they need to make it clear what “hat” they are wearing and that they are not undertaking the activities as an EAP member.

#### 5 Next Steps

It was agreed that:

- SSC will circulate a Zoom meeting link for EAP’s meeting with Minister Hipkins, see below:

Join Zoom Meeting: <https://parliamentnz.zoom.us/j/91282978479?pwd=Z3VSWGZlWkp4MTY2U2psU0FoSDMxdz09>

Meeting ID: 912 8297 8479

Password: 700302

- Officials will send their next quarterly reports by 10 July
- The next EAP & Officials meeting is on 22 July
- The IRM researcher wishes to meet with Officials and with EAP in the next couple of months
- SSC will work with EAP to schedule an initial engagement planning workshop

The meeting ended at 1:30 pm.

# Annex1: Examples of current initiatives that support open government in New Zealand

## Transparency and accountability

### Initiatives that improve how government agencies release information:

Initiative	Lead agency	Link
Proactive release policy (policy to support proactive release of Cabinet material).	SSC	<a href="https://ssc.govt.nz/resources/official-information-proactive-release/">https://ssc.govt.nz/resources/official-information-proactive-release/</a>
Official information – practice leadership	SSC	<a href="https://ssc.govt.nz/resources/official-information-guidance/">https://ssc.govt.nz/resources/official-information-guidance/</a>

### Initiatives that make government information easy to use and understand:

Government web accessibility standards (updated July 2019)	DIA	<a href="https://www.digital.govt.nz/standards-and-guidance/design-and-ux/accessibility/">https://www.digital.govt.nz/standards-and-guidance/design-and-ux/accessibility/</a>
Open Government Data Programme	Stats NZ	<a href="https://www.data.govt.nz/about/open-data-nz/">https://www.data.govt.nz/about/open-data-nz/</a>
Legislation online and access to secondary legislation	PCO	<a href="http://www.pco.govt.nz/sl/">http://www.pco.govt.nz/sl/</a>
Captioning audio description services	MCH/NZ on Air	<a href="https://able.co.nz/">https://able.co.nz/</a>
ReadSpeaker website function	Customs	<a href="https://www.customs.govt.nz/">https://www.customs.govt.nz/</a>

### Initiatives that help to hold government to account:

Strong Public Media work programme - to examine the viability of establishing a new, fit-for-purpose public media entity.	MCH	<a href="https://mch.govt.nz/strong-public-media">https://mch.govt.nz/strong-public-media</a>
Media sector support package	MCH	<a href="https://mch.govt.nz/media-sector-support-package">https://mch.govt.nz/media-sector-support-package</a>

### Initiatives that increase transparency in the public and private sectors:

Initiative	Lead agency	Link
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Anti-corruption work programme	SFO	<a href="https://www.sfo.govt.nz/awareness">https://www.sfo.govt.nz/awareness</a>
Establishing an independent fiscal institution	TSY	<a href="https://treasury.govt.nz/news-and-events/news/establishing-independent-fiscal-institution">https://treasury.govt.nz/news-and-events/news/establishing-independent-fiscal-institution</a>
Protected Disclosures Act reform	SSC	<a href="https://ssc.govt.nz/resources/protected-disclosures-act-reform/">https://ssc.govt.nz/resources/protected-disclosures-act-reform/</a>
Open Budget initiatives	Tsy	<a href="https://budget.govt.nz/">https://budget.govt.nz/</a>

### Initiatives that protect and strengthen peoples' rights:

Initiative	Lead agency	Link
Digital inclusion work programme (Digital Inclusion Blueprint, Digital Inclusion Action Plan, Digital Inclusion Outcomes Framework)	DIA	<a href="https://www.digital.govt.nz/digital-government/digital-transformation/digital-inclusion/">https://www.digital.govt.nz/digital-government/digital-transformation/digital-inclusion/</a>
Privacy law reform	MoJ	<a href="https://www.justice.govt.nz/justice-sector-policy/key-initiatives/privacy/">https://www.justice.govt.nz/justice-sector-policy/key-initiatives/privacy/</a>
Data Ethics Advisory Group	Stats	<a href="https://www.data.govt.nz/about/government-chief-data-steward-gcads/data-ethics-advisory-group/">https://www.data.govt.nz/about/government-chief-data-steward-gcads/data-ethics-advisory-group/</a>
Algorithm Charter	Stats	<a href="https://data.govt.nz/use-data/analyse-data/government-algorithm-transparency-and-accountability/draft-algorithm-charter/">https://data.govt.nz/use-data/analyse-data/government-algorithm-transparency-and-accountability/draft-algorithm-charter/</a>
New Zealand government procurement open data	MBIE	<a href="https://www.mbie.govt.nz/cross-government-functions/new-zealand-government-procurement-and-property/open-data/">https://www.mbie.govt.nz/cross-government-functions/new-zealand-government-procurement-and-property/open-data/</a>
Accessibility Charter	MSD	<a href="https://www.odi.govt.nz/guidance-and-resources/the-accessibility-charter/">https://www.odi.govt.nz/guidance-and-resources/the-accessibility-charter/</a>
Privacy, Human Rights, and Ethics Framework	MSD	<a href="https://www.msd.govt.nz/about-msd-and-our-work/work-programmes/initiatives/phrae/index.html">https://www.msd.govt.nz/about-msd-and-our-work/work-programmes/initiatives/phrae/index.html</a>

## Participation

### Participation in policy

Policy Project	DPMC	<a href="https://dPMC.govt.nz/our-programmes/policy-project">https://dPMC.govt.nz/our-programmes/policy-project</a>
Education Conversation   Kōrero Mātauranga	MoE	<a href="https://conversation.education.govt.nz/conversations/education-conversation/">https://conversation.education.govt.nz/conversations/education-conversation/</a>

Hāpaitia Criminal Justice Reform	-MoJ	<a href="https://safeandeffectivejustice.govt.nz/about-this-work/what-we-heard/community/">https://safeandeffectivejustice.govt.nz/about-this-work/what-we-heard/community/</a>
Digital Identity Transition Programme	DIA	<a href="https://www.digital.govt.nz/standards-and-guidance/identity/digital-identity/digital-identity-transition-programme/">https://www.digital.govt.nz/standards-and-guidance/identity/digital-identity/digital-identity-transition-programme/</a>
Farming Systems Change Project	MPI	<a href="https://www.mpi.govt.nz/growing-and-harvesting/dairy/farm-systems-change/">https://www.mpi.govt.nz/growing-and-harvesting/dairy/farm-systems-change/</a>

## Responsiveness

Initiative	Lead agency	Link
Public Service Legislation Bill	SSC	<a href="https://ssc.govt.nz/our-work/reforms/the-legislative-process/">https://ssc.govt.nz/our-work/reforms/the-legislative-process/</a>

### Initiatives that help people access the quality services they are entitled to

MyMSD	MSD	<a href="https://my.msd.govt.nz/">https://my.msd.govt.nz/</a>
Digital Health Strategy	MoH	<a href="https://www.health.govt.nz/our-work/digital-health/digital-health-strategic-framework">https://www.health.govt.nz/our-work/digital-health/digital-health-strategic-framework</a>
Enabling Good Lives	MSD	<a href="https://www.enablinggoodlives.co.nz/">https://www.enablinggoodlives.co.nz/</a>
Smart Start	DIA	<a href="https://smartstart.services.govt.nz/">https://smartstart.services.govt.nz/</a>
Whānau Ora	TPK	<a href="https://www.tpk.govt.nz/en/whakamahia/whanau-ora">https://www.tpk.govt.nz/en/whakamahia/whanau-ora</a>

### Initiatives that support strong Crown- Māori relations

Crown-Māori relationship (Engagement, data and indicators, public sector capability)	Te Arawhiti	<a href="https://www.tearawhiti.govt.nz/te-kahui-hikina-maori-crown-relations/engagement/">https://www.tearawhiti.govt.nz/te-kahui-hikina-maori-crown-relations/engagement/</a>
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# Expert Advisory Panel

## MEETING MINUTES

Wednesday 24 June 2020, 12:00 pm - 1:30 pm

Level 2, The Reserve Bank Building

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**Apologies** Jacqueline Paul

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Meeting ID: 912 8297 8479

Password: 700302

- Officials will send their next quarterly reports by 10 July
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# Annex1: Examples of current initiatives that support open government in New Zealand

## Transparency and accountability

### Initiatives that improve how government agencies release information:

Initiative	Lead agency	Link
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Official information – practice leadership	SSC	<a href="https://ssc.govt.nz/resources/official-information-guidance/">https://ssc.govt.nz/resources/official-information-guidance/</a>

### Initiatives that make government information easy to use and understand:

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Open Government Data Programme	Stats NZ	<a href="https://www.data.govt.nz/about/open-data-nz/">https://www.data.govt.nz/about/open-data-nz/</a>
Legislation online and access to secondary legislation	PCO	<a href="http://www.pco.govt.nz/sl/">http://www.pco.govt.nz/sl/</a>
Captioning audio description services	MCH/NZ on Air	<a href="https://able.co.nz/">https://able.co.nz/</a>
ReadSpeaker website function	Customs	<a href="https://www.customs.govt.nz/">https://www.customs.govt.nz/</a>

### Initiatives that help to hold government to account:

Strong Public Media work programme - to examine the viability of establishing a new, fit-for-purpose public media entity.	MCH	<a href="https://mch.govt.nz/strong-public-media">https://mch.govt.nz/strong-public-media</a>
Media sector support package	MCH	<a href="https://mch.govt.nz/media-sector-support-package">https://mch.govt.nz/media-sector-support-package</a>

### Initiatives that increase transparency in the public and private sectors:

Initiative	Lead agency	Link
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Anti-corruption work programme	SFO	<a href="https://www.sfo.govt.nz/awareness">https://www.sfo.govt.nz/awareness</a>
Establishing an independent fiscal institution	TSY	<a href="https://treasury.govt.nz/news-and-events/news/establishing-independent-fiscal-institution">https://treasury.govt.nz/news-and-events/news/establishing-independent-fiscal-institution</a>
Protected Disclosures Act reform	SSC	<a href="https://ssc.govt.nz/resources/protected-disclosures-act-reform/">https://ssc.govt.nz/resources/protected-disclosures-act-reform/</a>
Open Budget initiatives	Tsy	<a href="https://budget.govt.nz/">https://budget.govt.nz/</a>

### Initiatives that protect and strengthen peoples' rights:

Initiative	Lead agency	Link
Digital inclusion work programme (Digital Inclusion Blueprint, Digital Inclusion Action Plan, Digital Inclusion Outcomes Framework)	DIA	<a href="https://www.digital.govt.nz/digital-government/digital-transformation/digital-inclusion/">https://www.digital.govt.nz/digital-government/digital-transformation/digital-inclusion/</a>
Privacy law reform	MoJ	<a href="https://www.justice.govt.nz/justice-sector-policy/key-initiatives/privacy/">https://www.justice.govt.nz/justice-sector-policy/key-initiatives/privacy/</a>
Data Ethics Advisory Group	Stats	<a href="https://www.data.govt.nz/about/government-chief-data-steward-gcads/data-ethics-advisory-group/">https://www.data.govt.nz/about/government-chief-data-steward-gcads/data-ethics-advisory-group/</a>
Algorithm Charter	Stats	<a href="https://data.govt.nz/use-data/analyse-data/government-algorithm-transparency-and-accountability/draft-algorithm-charter/">https://data.govt.nz/use-data/analyse-data/government-algorithm-transparency-and-accountability/draft-algorithm-charter/</a>
New Zealand government procurement open data	MBIE	<a href="https://www.mbie.govt.nz/cross-government-functions/new-zealand-government-procurement-and-property/open-data/">https://www.mbie.govt.nz/cross-government-functions/new-zealand-government-procurement-and-property/open-data/</a>
Accessibility Charter	MSD	<a href="https://www.odt.govt.nz/guidance-and-resources/the-accessibility-charter/">https://www.odt.govt.nz/guidance-and-resources/the-accessibility-charter/</a>
Privacy, Human Rights, and Ethics Framework	MSD	<a href="https://www.msd.govt.nz/about-msd-and-our-work/work-programmes/initiatives/phrae/index.html">https://www.msd.govt.nz/about-msd-and-our-work/work-programmes/initiatives/phrae/index.html</a>

## Participation

### Participation in policy

Policy Project	DPMC	<a href="https://dPMC.govt.nz/our-programmes/policy-project">https://dPMC.govt.nz/our-programmes/policy-project</a>
Education Conversation   Kōrero Mātauranga	MoE	<a href="https://conversation.education.govt.nz/conversations/education-conversation/">https://conversation.education.govt.nz/conversations/education-conversation/</a>

Hāpaitia Criminal Justice Reform	-MoJ	<a href="https://safeandeffectivejustice.govt.nz/about-this-work/what-we-heard/community/">https://safeandeffectivejustice.govt.nz/about-this-work/what-we-heard/community/</a>
Digital Identity Transition Programme	DIA	<a href="https://www.digital.govt.nz/standards-and-guidance/identity/digital-identity/digital-identity-transition-programme/">https://www.digital.govt.nz/standards-and-guidance/identity/digital-identity/digital-identity-transition-programme/</a>
Farming Systems Change Project	MPI	<a href="https://www.mpi.govt.nz/growing-and-harvesting/dairy/farm-systems-change/">https://www.mpi.govt.nz/growing-and-harvesting/dairy/farm-systems-change/</a>

## Responsiveness

Initiative	Lead agency	Link
Public Service Legislation Bill	SSC	<a href="https://ssc.govt.nz/our-work/reforms/the-legislative-process/">https://ssc.govt.nz/our-work/reforms/the-legislative-process/</a>

### Initiatives that help people access the quality services they are entitled to

MyMSD	MSD	<a href="https://my.msd.govt.nz/">https://my.msd.govt.nz/</a>
Digital Health Strategy	MoH	<a href="https://www.health.govt.nz/our-work/digital-health/digital-health-strategic-framework">https://www.health.govt.nz/our-work/digital-health/digital-health-strategic-framework</a>
Enabling Good Lives	MSD	<a href="https://www.enablinggoodlives.co.nz/">https://www.enablinggoodlives.co.nz/</a>
Smart Start	DIA	<a href="https://smartstart.services.govt.nz/">https://smartstart.services.govt.nz/</a>
Whānau Ora	TPK	<a href="https://www.tpk.govt.nz/en/whakamahia/whanau-ora">https://www.tpk.govt.nz/en/whakamahia/whanau-ora</a>

### Initiatives that support strong Crown- Māori relations

Crown-Māori relationship (Engagement, data and indicators, public sector capability)	Te Arawhiti	<a href="https://www.tearawhiti.govt.nz/te-kahui-hikina-maori-crown-relations/engagement/">https://www.tearawhiti.govt.nz/te-kahui-hikina-maori-crown-relations/engagement/</a>
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# Expert Advisory Panel

## MEETING MINUTES

Monday 25 February 2019, 10:00am-12:00 noon

Dame Margaret Room Level 10, The Reserve Bank Building

**Expert Advisory Panel attendees**

Phil Newman, Rachel Roberts, Suzanne Snively

**State Services Commission Chair**

Catherine Williams

**State Services Commission**

Larry Fergusson, Morag McConville

**Officials**

Agenda #	Topic
1	Welcome
Catherine welcomed the members as they arrived.	
2	First Progress Report on National Action plan 2018-20
Larry reported briefly on the first set of Update Reports – commenting that we had asked agencies to indicate what they were doing and intended to do to engage with civil society in the implementation of the Milestones. Most had done so.  The EAP pointed to the importance of using the Updates to tell the story of the Commitments both the process and the results they were building. Capturing voices from the engagement in the implementation would be a useful way of doing that.	
3	EAP Refresh
The EAP agreed with the proposed approach and process and there was some discussion on the proposed skills matrix resulting in some reordering. SSC will now proceed to implement the process.	
4	Reflections on the Past Year and General Commentary
The Group commented on the experience of engagement with the IRM process and the importance of ensuring the New Zealand's context was understood. There was a concern that New Zealand was being 'tested' against a framework that did not adequately reflect its unique context.  The Group discussed the importance of using the forthcoming visit from the OGP Support Group to make that point. It was agreed we should have a joint session with the delegation.	
5	Next Steps
<ul style="list-style-type: none"><li>• Publish Update Reports</li><li>• Arrange session with OGP Delegation</li><li>• Seek nomination for EAP</li></ul>	



# Agenda

## Open Government Partnership: EAP & Officials Group Meetings

**Date / time:** Wednesday 02 December 2020, **1:00 pm – 4:30 pm**

**Venue:** Level 2, Reserve Bank Building, 2 The Terrace and Teams videoconference

### Expert Advisory Panel meeting 1:00 – 2:00

Agenda #	Topic
1	Welcome & Coffee
2	Topics for discussion
<b>NAP4 – Getting ready to go!</b> <ul style="list-style-type: none"><li>Update on high-level plan, deliberative questions, tools &amp; tech</li><li>Communicating initial, headline themes</li></ul>	

### Expert Advisory Panel & Officials Group Meeting 2:00 – 4:30

3	<b>NAP3 Learning Forum</b>
Small group discussions on agency learnings from NAP3 implementation. Two groups: <ul style="list-style-type: none"><li>Group 1: Youth Parliament – <b>Ministry of Youth Development (Rosie Anderson)</b></li><li>Group 2: Engagement with Parliament – <b>Office of the Clerk of the House (Eva Maffey)</b></li></ul>	
4	<b>Afternoon Tea</b>
5	<b>NAP3 Quarterly Report Roundtable</b>
<ul style="list-style-type: none"><li>Open discussion</li></ul>	
6	<b>Learning about other work</b>
<ul style="list-style-type: none"><li>Government Centre for Dispute Resolution (<b>Matalena Leaupepe</b>)</li></ul>	
7	<b>NAP4 Getting ready to go!</b>
<ul style="list-style-type: none"><li>Overview of NAP4 planning</li><li>Discussion about networks and groups to engage</li></ul>	

### Attachments:

- NAP3 Quarterly Update Summary September 2020
- NAP3 Consolidated Quarterly Reports September 2020

# Expert Advisory Panel Members

## Anaru Fraser



Anaru is the General Manager of Hui E! Community Aotearoa. Anaru formerly worked with the Ministry for Primary Industries, Ministry of Business, Innovation and Employment, Department of Conservation and the Maori Land Court. He has over 15 years' international policy development experience in the United Nations area of food security and malnutrition and more broadly in education, health, human rights, justice, environmental and cultural rights related to Indigenous Peoples and civil societies.

He has worked on development issues both nationally – Crown-Māori Economic Growth Partnership – and internationally – the UN's Sustainable Development Goals.

Anaru is part of an organization of Indigenous Peoples from North, Central, South, Latin America, the Caribbean and the Pacific – and has represented them on a United Nations global committee on Food Security. He is an international advocate for Indigenous Peoples food security in the areas of connecting smallholders to markets, fisheries and aquaculture, land tenure, agriculture investment, nutrition, price volatility, protracted crisis and conflict, climate change and biofuels.

## Phil Newman



Phil is the International Programmes Director at Tearfund. He was previously CEO of Transparency International Australia. He took the organisation from a volunteer-led organization to a professionalised advocacy and programming organisation, leading a global programme - funded by the Australian Aid Programme - to tackle corruption within the mining sector. He also worked for Transparency International in Vietnam and is currently the Board Chair of Transform Aid International. His previous career was in the finance sector, but his passion lies in aid and development work.

Phil has significant executive (and governance) experience and strong strategic leadership skills. He has a natural positive outlook, a leaning toward collaboration and alliances and engages easily and confidently across a broad range of people.

# Expert Advisory Panel Members

## Rachel Roberts



Rachel works with organisations on strategic and operational communications, as well as project-based work. She has worked across not-for-profit organisations, business and government agencies, as diverse as philanthropy and Search and Rescue. She has supported, driven and consulted on a wide range of activities. She has worked on a number of cross sector projects and forums aimed at creating collaborative responses to the issues at hand.

Rachel is most interested in delivering communication leadership that provides clarity and leads to practical outcomes that are fit for purpose and achievable.

In a previous life she was a journalist and radio producer working on e National Radio's Nine to Noon programme.

Rachel is married to Chris; they have two teenage boys and live a great life on Wellington's South Coast.

## Suzanne Snively



Suzanne chairs Transparency International New Zealand and was a joint Co-Director of the comprehensive *Integrity Plus 2013 New Zealand National Integrity System Assessment*. She is now leading the TINZ Financial Integrity System Assessment that provides an opportunity for accounting, legal, audit, risk management and strategic development knowledge to demonstrate the strengths, and advise on ways to enhance the integrity, of New Zealand's financial system.

Suzanne was previously a Partner at PricewaterhouseCoopers specialising as an economic strategist. She has been a company director for over 30 years, with extensive governance experience across public, private and not-for-profit sectors.

Suzanne is currently on the Health Research Council, and a Director of New Zealand Opera, Whanau Ora Commissioning Agency, Te Pou Matakana and an Independent Director of the Army Leadership Board. She was the Chair of the Phase 1 Review of the Reserve Bank Act 1989 and is the Chair of Phase 2.



# Expert Advisory Panel

## MEETING MINUTES

May 25 2017

The Reserve Bank, No.2 The Terrace.

### Expert Advisory Panel attendees

Deborah Mahuta-Coyle, Fuimaono Tuiasau, Lillian Grace (via phone), Dr Miriam Lips.

Agenda #	Topic
1	Welcome
<p>Apologies noted from Suzanne Snively.</p> <p>Members acknowledged the value of meeting with the OGP Officials Group in February. A member suggested that the next Expert Advisory Panel meeting should include government officials involved in delivery of the <i>National Action Plan 2016-18</i>.</p>	
2	EAP members' round-table on their OGP-related activities and upcoming opportunities to communicate about OGP
<p>Members had been undertaking a variety of activities around transparency, accountability and citizen engagement, including:</p> <ul style="list-style-type: none"><li>• Discussing data in schools</li><li>• Exploring the availability of open data</li><li>• Teaching on the Treaty of Waitangi, and</li><li>• Advising on government consultations.</li></ul> <p>A member suggested that there were a number of opportunities for Expert Advisory Panel members to engage in the wider community about Open Government Partnership in New Zealand.</p>	
3	Update and discussion on progress with NAP commitments for the quarter
<p>Progress updates were provided and discussed.</p> <p><a href="#">Commitment 1 progress report: March to May 2017</a> (PDF, 100KB)</p> <p><a href="#">Commitment 2 progress report: March to May 2017</a> (PDF, 93KB)</p> <p><a href="#">Commitment 3 progress report: March to May 2017</a> (PDF, 99KB)</p> <p><a href="#">Commitment 4 progress report: March to May 2017</a> (PDF, 96KB)</p> <p><a href="#">Commitment 5 progress report: March to May 2017</a> (PDF, 96KB)</p> <p><a href="#">Commitment 6 progress report: March to May 2017</a> (PDF, 97KB)</p> <p><a href="#">Commitment 7 progress report: March to May 2017</a> (PDF, 100KB).</p>	
4	Mid-term self-assessment





Timetable:

- Expert Advisory Panel members will have an opportunity to comment on the draft plan prior to public consultation
- The draft mid-term self-assessment will be available from 19 July for public consultation
- The finalised mid-term self-assessment will be published prior to 30 September 2017.

Expert Advisory Panel input on key messages:

- Improve the layout and presentation – so that the key messages are clearer
- Use plain English
- Emphasise the relevance to New Zealanders
- Ensure the problem the commitment is trying to solve is clear
- Explain the approach to solving the problem
- Acknowledge the agencies that have chosen to participate in the National Action Plan 2016-18.

5	Public service leadership focus on trust and integrity and what it means for this group
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Deputy Commissioner Al Morrison provided an update on the development of a new division within the State Services Commission called Integrity, Ethics and Standards. The new Deputy Commissioner - Integrity, Ethics and Standards will replace Al Morrison as the Chair of the Expert Advisory Panel meetings.

The State Services Commission reorienting its operational structure to reflect the next stage of the Better Public Services (BPS) programme that has been in place since 2012. The chief executives of New Zealand's state services have agreed to work together as a team to reshape how the system delivers for New Zealanders. The chief executives have launched a collective multi-year programme of work across six broad categories that will give pace and focus to improvements in:

- digital services,
- shared data and analytics,
- leadership development and diversity,
- trust and confidence in the public service, and
- how the system can better organise itself to meet citizens' needs.

This builds on the BPS reforms - which sought to re-orientate the public service around the needs of customers, rather than the convenience of agencies.

6	Other business and forward agenda
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Agreement that the State Services Commission would invite government Officials to the next Expert Advisory Panel meeting.





# Agenda

## Open Government Partnership Expert Advisory Panel

**Date / time:** Thursday 25 May 2017, 10 am -12 pm

**Venue:** 10.2 and 10.3  
The Reserve Bank, No 2 The Terrace

### Agenda items

<i>Item</i>	<i>Time scheduled</i>
1. Welcome	10:00 5 minutes
2. EAP members' round-table on their OGP-related activities and upcoming opportunities to communicate about OGP	10:05 20 minutes
3. Update and discussion on progress with NAP commitments for the quarter	10:25 25 minutes
4. Mid-term self-assessment: <ul style="list-style-type: none"><li>• timetable</li><li>• EAP input on key messages</li></ul>	10:50 25 minutes
5. Public service leadership focus on trust and integrity and what it means for this group	11.15 30 minutes
6. Other business and forward agenda	11:45 pm 15 minutes

Apologies: Suzanne Snively



# Expert Advisory Panel and Officials Group

## MEETING MINUTES

Thursday August 24, 10am-12:30pm  
Ministry of Education, Bowen Street.

### Expert Advisory Panel attendees Officials Group participants

Dr Miriam Lips, Fuimaono Tuiasau, Suzanne Snively.  
Department of Internal Affairs, Department of the Prime Minister and Cabinet, Ministry of Foreign Affairs and Trade, Parliamentary Counsel Office, State Services Commission, Statistics New Zealand, Te Puni Kōkiri, and the Treasury.  
Keitha Booth

### Independent Reviewer

Agenda #	Topic
1	Welcome Expert Advisory Panel
Apologies noted from Deborah Mahuta-Coyle.	
Introduction to Catherine Williams, acting Deputy Commissioner Integrity, Ethics and Standards.	
2	Feedback on the strategic refresh of OGP
The Open Government Partnership launched a <a href="#">strategic refresh</a> of the Partnership during its Global Summit in Paris in December 2016.	
Two themes within the refresh were discussed: <ul style="list-style-type: none"><li>• Thematic approaches to commitments, and</li><li>• The implementation of a multi-donor trust fund.</li></ul>	
The OECD's <a href="#">draft recommendation for open government</a> was mentioned as it includes a draft framework for open government.	
3	Welcome Officials Group and introductions
Introduction to new members from: <ul style="list-style-type: none"><li>• Department of Internal Affairs</li><li>• Department of the Prime Minister and Cabinet</li><li>• Ministry of Foreign Affairs and Trade</li><li>• Parliamentary Counsel Office</li><li>• State Services Commission, and</li><li>• Statistics New Zealand.</li></ul>	
Introduction to Keitha Booth, Independent Reviewer for the Open Government Partnership's Independent Review Mechanism, for New Zealand's National Action Plan: 2016-18.	
Lillian Grace's resignation from the Expert Advisory Panel was noted.	
4	Independent reporting



Keitha Booth discussed the mandate provided by the Open Government Partnership as an Independent Reviewer.

An outline of her approach to gathering evidence was provided alongside a selection of feedback she has received so far from civil society.

Starred commitments or commitments completed in a National Action Plan which the Independent Reviewer deems to be transformative in nature were discussed. The Expert Advisory Panel noted the Reviewer would need to consider whether the definition of 'transformative' reflected global or country-specific expectations.

5

#### Quarterly reporting on progress

Progress updates were provided.

##### **Commitment 1: Open Budget**

- Milestone 1 has been completed with the report published online in July.
- Open source budget data has been progressed through alignment with Statistics New Zealand's open data standards.
- [Commitment 1: Open Budget report](#) (PDF, 123KB)

##### **Commitment 2: Improving official information practices**

- A suite of consistent measures about OIA performance has been designed, and data has been collected from agencies. The statistics will be published on 5 September 2017.
- [Commitment 2: Improving official information practices report](#) (PDF, 114KB)

##### **Commitment 3: Improving open data access and principles**

- A paper proposing that New Zealand adopt the International Open Data Charter was considered by the Cabinet Economic Growth and Infrastructure Committee on 16 August 2017. This followed public consultation on adopting the Charter, and consultation with key government agencies on the paper.
- [Commitment 3: Improving open data access and principles report](#) (PDF, 111KB)

##### **Commitment 4: Tracking progress and outcomes of open government data release**

- The Open Government Data Action Plan 2017-20 has been published on [www.data.govt.nz](http://www.data.govt.nz).
- Conducted an online survey to establish a benchmark for open data maturity in government agencies.
- [Commitment 4: Tracking progress and outcomes of open government data release report](#) (PDF, 112KB)

##### **Commitment 5: Ongoing engagement for OGP**

- Three main findings from the review of the Government Online Engagement Services (GOES) pilot are being considered by the Department of Internal Affairs. These findings include ensuring that there is one key place for government online consultation to be conducted, the need for a range of tools, and the need for consistent standards and practices
- Consultation on the draft mid-term self-assessment has ended. Feedback from civil society organisations noted progress on the current commitments, but also provided outlines of themes and commitments of interest for the next plan.
- [Commitment 5: Ongoing engagement for OGP report](#) (PDF, 113KB)



#### **Commitment 6: Improving access to legislation**

- The Legislation Bill was introduced on 20 June 2017 and is waiting for its first reading (note that the first reading will not happen until a new Parliament is formed after the election)
- Piloting the drafting template with agencies has almost been completed, which will have impacts on the technological solution used and any business impact on agencies.
- [Commitment 6: Improving access to legislation report](#) (PDF, 116KB)

#### **Commitment 7: Improving policy practices**

- Commitment 7 has been completed with the launch of the [Policy methods toolbox](#) on 22 August 2017.
- [Commitment 7: Improving policy practices report](#) (PDF, 123KB)

6

Officials Group – reflection on mid-term assessment and reporting

Officials suggested that in instances where multiple agencies contributed to the mid-term assessment there was an opportunity to streamline processes.



# Agenda

## Open Government Partnership Expert Advisory Panel and Officials Group

**Date / time:** Thursday August 23, 10am-12:00pm

**Venue:** Parliamentary Council Office  
Level 13, No. 2 The Terrace

### Agenda items

<i>Item</i>	<i>Time scheduled</i>
1. Welcome Expert Advisory Panel	10:00 5 minutes
2. Proposed updates to the Expert Advisory Panel	10:05 20 minutes
3. Reflections on NetHui 2017 <i>a. Tabled item: <a href="#">Address to Nethui 2017</a>, Aotea Centre, Auckland by Hon Clare Curran</i>	10:25 30 minutes
4. Engagement for 2018	10:55 60 minutes
5. Wrap up	11:55pm 5 minutes

Apologies:



# Agenda

## Open Government Partnership Expert Advisory Panel and Officials Group

**Date / time:** Thursday August 23, 10am-12:00pm

**Venue:** Parliamentary Council Office  
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5. Wrap up	11:55pm 5 minutes

Apologies:



# Agenda

## Open Government Partnership Expert Advisory Panel and Officials Group

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4. Engagement for 2018	10:55 60 minutes
5. Wrap up	11:55pm 5 minutes

Apologies:



# Agenda

## Open Government Partnership Expert Advisory Panel

**Date / time:** Wednesday April 18, 9:00am to 12:00pm

**Venue:** Level 2, The Reserve Bank, No 2 the Terrace

Agenda #	Topic
1	Welcome and Introductions – 9.00 am (20 minutes)
2	Update on OGP 2016-18 National Action Plan Commitments – 9.20 am (20 minutes) <ul style="list-style-type: none"><li>• Quick overview of progress</li><li>• Commitment 7: Testing the Policy Toolkit (DPMC attendance)</li></ul>
3	OGP 2018-20 National Action Plan Engagement Process - 9.40 am (40 minutes) The proposed approach and process (A3 to be tabled in meeting)
4	Wrap Up- 10.15 am
5	Stakeholder Briefing – 10.30 am (1.5 hours)



## **Extra information for Item 2: Update on 2016-18 National Action Plan Commitments**

- Commitment 7: Testing the Policy Toolkit

DPMC have created a Policy methods toolbox that helps policy practitioners identify and select the right approach for their policy initiative. This is also what they have created as the part of the National Action Plan Commitment 7.

This first release of the Toolbox is focused on newer methods. Over time, they will expand the Toolbox to include a range of new and traditional policy development techniques.

They would like to run you through the Toolbox and receive feedback or suggestions of methods you would like to see profiled in the Toolbox in the meeting or over the next few months. It is not required but if you would like to preview the work prior to the meeting, the links are attached below:

<https://www.dpmc.govt.nz/our-programmes/policy-project/policy-methods-toolbox/start-right>

<https://www.dpmc.govt.nz/our-programmes/policy-project/policy-methods-toolbox/design-thinking>

<https://www.dpmc.govt.nz/our-programmes/policy-project/policy-methods-toolbox/behavioural-insights>

<https://www.dpmc.govt.nz/our-programmes/policy-project/policy-methods-toolbox/public-participation>

Diane Owenga from DPMC will attend the meeting on behalf of the Policy Project and the address for early feedback is [policy.project@dpmc.govt.nz](mailto:policy.project@dpmc.govt.nz) should you wish to.



# Expert Advisory Panel

## MEETING MINUTES

Wednesday April 18<sup>th</sup> 2018, 9:00am-12:00am

State Services Commission

### Expert Advisory Panel attendees

Te Rau Kupenga, Scott Miller, Phil Newman, Rachel Roberts and Suzanne Snively

### State Services Commission Chair

Catherine Williams, Acting Deputy Commissioner Integrity, Ethics & Standards.

Agenda #	Topic
1	Welcome Expert Advisory Panel (EAP)
<p>Phil, Rachel, Scott and Te Rau were welcomed to the Panel and briefly described their experience, aspirations and expectations for membership of the Panel.</p>	
2	Update on OGP 2016 -18 National Action Plan Commitments
<p>Amy provided an update on progress with Commitments under the current National Action Plan. All commitments are expected to complete their milestones on time.</p> <p>Preparation for the Final Self-Assessment is underway.</p> <p>The IRM Mid –Term Report recommends that additional actions be undertaken in terms of the current Plan, the SSC and commitment leads are considering the implications of this.</p> <p>Diane Owenga from the DPMC spoke about the Policy Toolkit (Commitment 7 in the current Plan) and in line with recommendation from the IRM Reviewer, sought feedback on the process and tool kit from a citizen’s perspective. She will follow up with an e-mail to EAP members. Key questions were:</p> <ol style="list-style-type: none"><li>1. Will the content about tools and methods included so far in the Policy Project’s online Policy Methods Toolbox help improve policy practitioner understanding of why, how and when to apply those tools?</li><li>2. For the current four focus areas, could the way the current content is presented be improved, or added to, so that policy practitioner understanding, and the practice of more open and user-led policy, improve? If so, what changes do you recommend?</li><li>3. What would you suggest as priorities for extending the Policy Methods Toolbox in future (to include what tools and methods, why)?</li><li>4. What process for engagement beyond government would you advise, in developing the Policy Methods Toolbox in those areas?</li><li>5. In what ways could you see the information available in the Policy Methods Toolbox being brought to the attention of people and organisations beyond central government?</li></ol>	



3

### OGP 2018-20 National Action Plan Engagement Process

By way of background Catherine referred to the SSC's commitment to continuous improvement in the NAP development process. She described the input sought and provided into the development process by the EAP, civil society organisations and surveyed subscribers.

An A3 describing the proposed process was tabled and discussed. This process supports a longer, broader conversation with a greater range of participants. To support this the [ogp.org.nz](http://ogp.org.nz) website has been revamped and there is an active social media presence.

A key element of the process is to use the networks of others to spread awareness and encourage participation. The support of the EAP was sought (SSC to provide draft supporting materials for comment).

4

### Stakeholder Briefing

The meeting was followed by a Stakeholder Briefing at which the members of the EAP were introduced. Catherine, Suzanne, Keitha Booth (the IRM Reviewer for the 2016-18 Plan) and Jonathan Robertson from the Parliament Counsel Office made short presentations on the significance of the development of a National Action Plan in the New Zealand context.

The process for the development of the next National Action Plan was outlined. Attendees were encouraged to participate personally and through their organisations.

# Agenda

## Open Government Partnership Expert Advisory Panel

**Date / time:** Wednesday May 16<sup>th</sup>, 9:30am to 12:00pm

**Venue:** Level 2, The Reserve Bank, No 2 the Terrace

Agenda #	Topic
1	<b>Welcome and Introductions – 9:30 9:40</b>
	<ul style="list-style-type: none"> <li>• Welcome Anaru Fraser</li> <li>• Additional agenda Items</li> </ul>
2	<b>Follow-up from 18 April Meeting – 9:40 – 9:50</b>
	<ul style="list-style-type: none"> <li>• Minutes</li> <li>• Matters Arising</li> <li>• EAP Bios</li> </ul>
3	<b>Commitment 7 – 9:50 – 10:40</b>
	<ul style="list-style-type: none"> <li>• Dianne Owenga and Melita Glasgow (DPMC)</li> <li>• See summary of questions and comment received in Appendix</li> </ul>
4	<b>OGP 2018-20 National Action Plan Engagement Process – 10:40 – 11:25</b>
	<ul style="list-style-type: none"> <li>• Update from Larry</li> <li>• Next Steps – EAP member participation</li> </ul>
6	<b>Wrap Up- 11:25</b>

NB Catherine will need to step out between 9:30 and 10:40

## Appendix

### **'Commitment 7: Improving policy practices' – Feedback on the initial four Policy Methods Toolbox entries**

The Policy Project in the Department of Prime Minister and Cabinet would appreciate your feedback on the content of the initial four Policy Methods Toolbox entries, aimed at public service policy advisers, and which relate to:

- a) Design thinking  
<https://www.dpmc.govt.nz/our-programmes/policy-project/policy-methods-toolbox/design-thinking>
- b) Behavioural insights  
<https://www.dpmc.govt.nz/our-programmes/policy-project/policy-methods-toolbox/behavioural-insights>
- c) Public participation  
<https://www.dpmc.govt.nz/our-programmes/policy-project/policy-methods-toolbox/public-participation>
- d) Start Right (starting policy projects in an effective way)  
<https://www.dpmc.govt.nz/our-programmes/policy-project/policy-methods-toolbox/start-right>

Note that the high level descriptor for Commitment 7 was “We will improve knowledge of tools and techniques policy makers can use to create more open and user-led policy”. Also that the ‘Ambition’ was “We will create accessible, easy-to-digest guidance material on: being an ‘intelligent customer/user’ of data and evidence; methods for gathering and generating insights from others, particularly those directly affected by policy and public services; using collaborative approaches, so that policy is informed by a broad range of input and expertise and meets user needs; testing and improving policy and services with citizens-as-users. “

#### Focusing questions:

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See answer to 2 above. SS

# Agenda

## Open Government Partnership Expert Advisory Panel

**Date / time:** Wednesday May 16<sup>th</sup>, 9:30am to 12:00pm

**Venue:** Level 2, The Reserve Bank, No 2 the Terrace

Agenda #	Topic
1	<b>Welcome and Introductions – 9:30 9:40</b>
	<ul style="list-style-type: none"> <li>• Welcome Anaru Fraser</li> <li>• Additional agenda Items</li> </ul>
2	<b>Follow-up from 18 April Meeting – 9:40 – 9:50</b>
	<ul style="list-style-type: none"> <li>• Minutes</li> <li>• Matters Arising</li> <li>• EAP Bios</li> </ul>
3	<b>Commitment 7 – 9:50 – 10:40</b>
	<ul style="list-style-type: none"> <li>• Dianne Owenga and Melita Glasgow (DPMC)</li> <li>• See summary of questions and comment received in Appendix</li> </ul>
4	<b>OGP 2018-20 National Action Plan Engagement Process – 10:40 – 11:25</b>
	<ul style="list-style-type: none"> <li>• Update from Larry</li> <li>• Next Steps – EAP member participation</li> </ul>
6	<b>Wrap Up- 11:25</b>

NB Catherine will need to step out between 9:30 and 10:40

## Appendix

### **'Commitment 7: Improving policy practices' – Feedback on the initial four Policy Methods Toolbox entries**

The Policy Project in the Department of Prime Minister and Cabinet would appreciate your feedback on the content of the initial four Policy Methods Toolbox entries, aimed at public service policy advisers, and which relate to:

- a) Design thinking  
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- b) Behavioural insights  
<https://www.dpmc.govt.nz/our-programmes/policy-project/policy-methods-toolbox/behavioural-insights>
- c) Public participation  
<https://www.dpmc.govt.nz/our-programmes/policy-project/policy-methods-toolbox/public-participation>
- d) Start Right (starting policy projects in an effective way)  
<https://www.dpmc.govt.nz/our-programmes/policy-project/policy-methods-toolbox/start-right>

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# Expert Advisory Panel

## MEETING MINUTES

Thursday November 23 2017, 10am-11.35 am

Parliamentary Counsel Office

**Expert Advisory Panel attendees**

**State Services Commission Chair**

Dr Miriam Lips, Fuimaono Tuiasau, Suzanne Snively.

Catherine Williams, Acting Deputy Commissioner Integrity, Ethics & Standards.

Agenda #	Topic
1	Welcome Expert Advisory Panel (EAP)
Deborah Mahuta-Coyle has resigned from the Expert Advisory Panel (EAP). This reflects her new role as Senior Ministerial Advisor to the Honourable Kelvin Davis.	
2	Proposed updates to the Expert Advisory Panel
Candidates to replace the vacant roles on the EAP were discussed, including ensuring diversity on the Panel.	
3	Reflections on NetHui 2017
<p>On 9-10 November, Internet NZ ran NetHui 2017 in Auckland. The theme focused on trust and freedom on the internet. Independent reviewer Keitha Booth and EAP Member Fuimaono Tuiasau were part of a session on Open Government Partnership. The discussion brought forward about 20 ideas to make government and data more user friendly.</p> <p><b>Ideas for next OGP Action Plan from NetHui discussion (Auckland, 10 Nov 2017)</b></p> <ul style="list-style-type: none"><li>• Help political parties set realistic budget</li><li>• Greater granularity of transparency of government appointments</li><li>• Greater transparency of policy outcomes/impacts ("was the policy intent delivered?")</li><li>• Building civic education<ul style="list-style-type: none"><li>◦ expectation of open government information</li><li>◦ move to citizenship education (not just about civic process)</li></ul></li><li>• Openness in public service - recognises that public servants are people too!<ul style="list-style-type: none"><li>◦ There's more than one model for what the public service looks like (e.g. part timers from industry)</li><li>◦ Step change to "from this day forward you can be open"</li><li>◦ More guidance for public servants</li><li>◦ Value of neutral public service</li></ul></li><li>• Data driven policy development<ul style="list-style-type: none"><li>◦ Leverage data as a predictor of future outcomes</li><li>◦ Build models and open source these models, so others can help with determining their fit for the intended policy outcome, e.g. 3 strikes law - considering the potential consequences</li></ul></li><li>• OIA process<ul style="list-style-type: none"><li>◦ Empathy for the public servants trying to answer these</li></ul></li></ul>	



- "Commercial sensitivity" used as an excuse to not release information - we want to know how much government spends on specific things
  - Private-Public-Partnerships muddy the waters of "commercial sensitivity"
  - All contracts that government has should be publicly available
  - OIA process needs to scale. Look at a different model
  - Information should be made available by default (open 1st). It should be ubiquitously available, but needs to be 'utilisable', or usable by the average person.
  - Help people to use and explore open information and data by providing tools
- Select committee process should be constructive and more accountable, transparent and accessible
- Local government is really good at community engagement - replicate this for central government
  - How do we do this well at scale?
- Open budget - should have the board timeline of the budget process available on the Treasury website
- Good funding for public interest media
  - Incentives for public to translate 'political speak', e.g. through GovHack
- Small working group of IT experts to help with open information - missing the right tools to make sense of the data/information and public discourse
- Is government collecting the right data? - we should have a public consultation on this

#### 4

#### Engagement for 2018

As described in [Commitment 5](#) of the [National Action Plan](#), from November 2017 – January 2018 a pre-engagement phase is underway with the public to see how they want to be engaged during the formal process in 2018:

- A series of meetings are planned with civil society organisations.
- An online survey will be distributed to the OGP mailing list and published on the OGP website on 27 November.

As the consultation plan is developed it will include opportunities for the Panel to be part of workshops or events. Members agreed to be part of the process of prioritising the ideas from the workshops and online engagement to the development of final commitments.

A Member asked if the panel could be involved in discussions on the budget for the 2018-19 year.

Members noted:

- it was important that the process to create the plan was transparent
- it was important that the public had the opportunity to provide their ideas, and that Officials were open to this process
- solving issues with direct impact on democracy and participation should be a priority. For example, two Members suggested the wider public did not understand the select committee process. A Member suggested video-enabled select committee participation was needed.

The Chair summarised the initial discussion about the engagement approach:

- Engage broad initially
- Work with a EAP to refine ideas for the plan



- Utilise the EAP to support engagement
- Explore trialling the Auckland Council's Peoples Panel process
- Look for other opportunities to be part of civil society meetings and other regular gatherings
- Harness government agencies consultation groups for wider reach.

5

Wrap up

The next meeting is likely to be in early 2018 to further shape engagement.

## Themes Workshop 6 June 2018

**Participants:**

**Expert Advisory Panel members, Officials, SSC project team members**

**Location:**

**State Services Commission, Rooms 10.2 & 10.3**

**Agenda**

9:50am	Tea, coffee available
10:00am	Welcome
10:05am	Introductions What are we here to do
10:40am	Consider the ideas classified by theme Table discussion and report back
11:40am	Consider ideas classified as out of scope Confirm in/out of scope and report back
12:30pm	Lunch
1:15pm	Group discussion on themes
2:30pm	Confirm next steps
2:45pm	Move to EAP only time (officials can leave at this point)
3:45pm	Finish





# Expert Advisory Panel and Officials Group

## MEETING MINUTES

Tuesday 5<sup>th</sup> June 2018, 10:00am-4:00pm

State Services Commission

### Expert Advisory Panel attendees

Anaru Fraser, Scott Miller, Phil Newman, Rachel Roberts, Suzanne Snively

### Officials

Ministry of Business Innovation and Employment, Department of the Prime Minister and Cabinet, Department of Internal Affairs, Ministry of Justice, Stats NZ, State Services Commission, Ministry of Social Development, Parliamentary Counsel Office

### State Services Commission Chair

Catherine Williams, Acting Deputy Commissioner Integrity, Ethics & Standards.

Agenda #	Topic
1	Welcome and Introductions)
<p>Catherine welcomed the EAP and Officials and described the task for the day – to identify the themes that arise from the ideas we have received during the public engagement phase of development of the OGP National Action plan 2018 – 20 and to identify those themes that are out of scope.</p>	
2	Theming of Ideas
<p>The SSC had done some initial work to group like ideas. They had also identified the number of ideas that were related to each group and an indication of the initiatives already being undertaken by agencies that was relevant to the groups.</p> <p>The meeting elected to address the issues as a collective (as opposed to splitting into tables). The meeting identified the themes and subthemes set out in Appendix 1 and ranked them (each attendee indicating their top three preferences).</p> <p>The meeting noted that issues of diversity and inclusion were common across the themes.</p>	
3	Scope Issues
<p>The meeting worked through the ideas which the SSC considered were not within the scope of the OGP values/principles (relating to transparency, accountability or engagement or the use of technology or innovation to pursue those values. These ideas are listed at the end of Appendix 2.</p>	
4	Next Steps
<p>The decisions will be published on the <a href="http://ogp.org.nz">ogp.org.nz</a> website.</p> <p>EAP, officials and representatives from the Public Workshops will consider the ideas, themes and proposals for commitments at a Synthesis Workshop to be held on 2 July 2018.</p>	



## Appendix 1 – Themes (in order of preference)

Theme no.	Title
1	All New Zealanders know how our democracy and system of government works and how they can participate; they are empowered to contribute to wider community life
1A	Children and young people are empowered to contribute
1B	People can easily access and navigate New Zealand's legislative framework
2	Government and New Zealanders work collaboratively to shape policy decisions and design of public services
2A	Supporting civil society to contribute, including diversity access and inclusion
2B	What should good engagement/consultation/co-design look like?
3	Increase the transparency / accountability of Government
3A	Publish information to increase transparency and accountability
3B	Publish algorithms to increase transparency / accountability
3C	New Zealanders being able to trust how their information is used and kept safe
3D	Infrastructure to increase transparency / accountability
3E	Improve national budgeting processes
3F	Update official information legislation
3G	Strengthening NZ's anti-corruption system
4	All New Zealanders can access Government information and services easily - in whatever way works for them.
4A	Accessibility / Ease of understanding Government information and services
4B	Infrastructure to support access to Government information and services
5	Improve the efficiency and effectiveness of public services
5A	Improve the engagement and consultation skills of public servants
5B	Share resources/infrastructure to improve public services
6	Environment supports a free and independent media to increase transparency of Government decision-making
7	New Zealanders can access Government information resources for innovation



OPEN  
GOVERNMENT  
PARTNERSHIP  
NEW ZEALAND

**Appendix 2 – Themes and ideas – see attached PDF**



# Expert Advisory Panel

## MEETING MINUTES

Wednesday 16<sup>th</sup> May 2018, 9:30am-12:00am

State Services Commission

**Expert Advisory Panel attendees**

Anaru Fraser, Scott Miller, Phil Newman, Rachel Roberts

**State Services Commission Chair**

Catherine Williams, Acting Deputy Commissioner Integrity, Ethics & Standards.

Agenda #	Topic
1	Welcome and Introductions)
<p>Catherine was required to attend a Minister's meeting so arrived late. Larry Fergusson chaired the meeting in her absence.</p> <p>Anaru Fraser was welcomed to the meeting and to the EAP.</p>	
2	Minutes of 18 April Meeting
<p>The Minutes of the previous meeting were agreed.</p> <p>There were no matters arising</p> <p>A Draft of the EAP Biographies was handed out for consideration and feedback to Larry. The intent was that the Bios will be published on the website once agreed.</p>	
3	NAP 2016-18 – Discussion on Commitments 7 - DPMC
<p>Following the discussion at the previous meeting and subsequent e-mail request to the EAP, Diane Owenga and Melita Glasgow from the DPMC Policy Project attended to receive feedback from the EAP on a series of questions they had raised with respect to the initial four Policy Methods Toolbox entries.</p> <p>The EAP considered the Policy Methods Toolbox fit-for-purpose in terms of improving the knowledge of tools and techniques policy makers can use to create more open and user-led policy. However, the EAP noted the need for a further step around collaboratively developing a process or standards for public participation in developing future policy. The EAP thought this recommendation could be considered as part of the process for developing the next OGP action plan.</p>	
4	OGP 2018-20 National Action Plan Engagement Process
<p>Catherine joined the meeting and together with Larry and Amy provided an update on the process to date and on the forthcoming workshops.</p> <p>EAP members indicated their willingness to attend if possible and to encourage participation through their networks.</p>	

## Expert Advisory Panel

The State Services Commission has formed an Expert Advisory Panel (EAP) to work with government on New Zealand's national action plan as part of its commitment to the Open Government Partnership (OGP).

The partnership between civil society and government is a critical component of the OGP. As part of consultation on a national action OGP asks countries to "identify an existing or new forum to enable regular multi-stakeholder consultation on OGP implementation". The EAP currently functions as New Zealand's multi-stakeholder forum.

The EAP provides advice around the following:

- the mid-term and final review of the second action plan
- the process for and development of the third national action plan
- any other relevant OGP matters.

## Expert Advisory Panel Members involved in the development of the OGP National Action Plan 2018-20

### **Anaru Fraser**

Anaru is the General Manager of Hui E! Community Aotearoa. Anaru is a former public servant. He has over 15 years' international policy development experience in the United Nations area of food security and malnutrition and more broadly in education, health, human rights, justice, environmental and cultural rights related to Indigenous Peoples and civil societies.

He has worked on development issues nationally – Crown-Māori Economic Growth Partnership – and internationally – the UN's Sustainable Development Goals.

Anaru is part of an organization of Indigenous Peoples from North, Central, South, Latin America, the Caribbean and the Pacific – and has represented them on a United Nations global committee on Food Security.

### **Phil Newman**

Phil is the International Programmes Director at Tearfund. He was the CEO of Transparency International Australia. He also worked for Transparency International in Vietnam and is currently the Board Chair of Transform Aid International. His previous career was in the finance sector, but his passion lies in aid and development work.

Phil has significant executive (and governance) experience and strong strategic leadership skills. He has a natural positive outlook, a leaning toward collaboration and alliances and engages easily and confidently across a broad range of people.

### **Scott Miller**

Up until 30 July 2018, Scott was involved with the development of the plan. Scott led the strategic and operational delivery of Volunteering NZ's outputs and outcomes. His extensive cross-sector experience in public, private and NGO roles ensures the organisation's people, purpose and priorities are both sustainable and sector-leading.

Scott is active internationally, working as a consultant on democracy, and as a speaker. Scott sits on two national Boards, and volunteers in the disability and older-people sectors.

Scott resigned to become an additional member of the Open Government Partnership's International Civil Society Steering Committee, and to take up a new role as Chief Executive of Volunteering Victoria.

### **Rachel Roberts**

Rachel works with organisations on strategic and operational communications, and project-based work. She has worked across not for profit organisations, business and government agencies, as diverse as philanthropy and Search and Rescue. She has worked on a number of cross sector projects and forums aimed at creating collaborative responses to the issues at hand.

### **Suzanne Snively**

Suzanne chairs Transparency International New Zealand and was a joint Co-Director of the Integrity Plus 2013 New Zealand National Integrity System Assessment. She is now leading the TINZ Financial Integrity System Assessment that provides an opportunity for accounting, legal, audit, risk management and strategic development knowledge to demonstrate the strengths and advise on ways to enhance the integrity of New Zealand's financial system.

Suzanne was previously a Partner at PricewaterhouseCoopers specialising as an economic strategist. She has been a company director for over 30 years. She has her extensive governance experience. Suzanne is currently on the Health Research Council, a Director of New Zealand Opera, of the Whanau Ora Commissioning Agency, Te Pou Matakana, and is an Independent Director of the Army Leadership Board. She was the Chair of the Phase 1 Review of the Reserve Bank Act 1989 and is the Chair of Phase 2.