

**Meeting:** OGP team and NAP4 Commitment lead Officials Meeting  
**Date:** 2 May 2023  
**Time:** 12.30 – 2.55 pm  
**Location:** The Boardroom, Level 10, Reserve Bank, The Terrace, Wellington  
 or via Teams (link in invite)

**Attendees:** Colin Holden and Tessa Houghton (DIA), Kate Rockpool (SFO), Thomas Abernethy (MBIE), Olaf Buhrfeindt and Rakesh Dushila (NZGP, MBIE), Robert Jordan and Adam Carter (MoJ), Wendy Hamilton, Kirsten Boardman, and Jocelyn Morrison (Stats), Callum Butler and Eleanor Merton (PSC)

**OGP team attendees:** Dean Rosson, Cathy Adank, Tula Garry and Christine Lloyd

Agenda Item	Minutes
<p><b>OGP update</b>            –            commitment reporting,            Action Plan Review</p>	<p>Christine gave an overview of OGP work underway, including some recent changes to the OGP rules. The draft Action Plan Review (APR) is likely to be released to us by the Independent Reporting Mechanism (IRM) in mid-May. The draft APR will also be shared with selected CSOs. There will be a 3-week window for feedback.</p> <p>The OGP team has commenced work on a potential new MSF and is investigating what a good MSF might look like. Work underway includes surveying OGP member countries on their MSFs and discussions with EAP and CSOs. Discussion with agencies to get a government perspective on a new MSF will follow.</p> <p>Commitment leads’ report-back to the public (a six-monthly requirement) on progress of commitments under the Fourth National Action Plan (NAP4) is coming up on Thursday 15th June 2023 at 2 to 4 pm. Feedback from the IRM and EAP suggested agencies focus on:</p> <ul style="list-style-type: none"> <li>○ Doing the basics well, using plain language</li> <li>○ Providing the public with context to explain the purpose and function of the commitment</li> <li>○ Reporting on milestones and explaining any changes</li> <li>○ Identifying the positive impacts of commitment work, during and after implementation and on stakeholder relationships</li> <li>○ Identifying the likely longer-term impacts of the commitment.</li> </ul> <p>The audience and what the public might want to hear about at the June meeting was discussed, in addition to the format for agencies’ presentation. Attendees agreed agencies will use one set of presentation slides for the public report-back meeting.</p>

	<p><b>Action:</b></p> <ol style="list-style-type: none"> <li>1. The OGP team will provide a template as a guide and example for agencies to use in drafting some presentation slides.</li> <li>2. PSC will seek information as to likely attendees and inform agencies in advance of the June meeting.</li> </ol>
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<b>Agenda Item</b>	<b>Minutes</b>
<p><b>Commitment One –</b> Adopt a community engagement tool</p>	<p>PSC is working with DPMC and leads commitment one, the adoption of the Policy Community Engagement Tool (PCET) as a common framework for the public service via a model standard. The Public Service Commissioner is a strong advocate of greater community engagement and use of a common engagement framework. This priority was reflected in the Commission’s first long-term insights briefing (<i>Enabling active citizenship: Public participation in Government into the future</i>).</p> <p>DPMC’s Policy Project (DPMC) developed guidance and tools under NAP3 to lift community engagement capability in the public service. DPMC’s work has continued, with the PCET developed to support better quality engagement between the agencies and communities involved in the Royal Commission of Inquiry into the March 2019 terrorist attack on Christchurch masjidain. The PCET tool was mandated for use by 19 RCOI agencies in January 2022 and 28 teams in 7 agencies have since used the tool.</p> <p>Work on a model standard, expanding use of tool by the public service for significant engagements, has started. PSC will be engaging with agencies to define both the threshold for “significant” and reporting requirements.</p> <p>PSC is consulting with Kāpuia (Ministerial Advisory Group for RCOI work) and gathering information from some RCOI agencies’ use of the tool, to better understand its impact. Work on establishing and maintaining a community of practice and improving public service capability is to be actioned.</p>

<p><b>Commitment Two</b> – Research deliberative processes for community engagement</p>	<p>This is a reasonably modest and well-defined commitment that involves identifying case studies on the use of deliberative processes and identifying ideas or issues that might be examined using deliberative processes.</p> <p>Work underway includes desktop research into deliberative processes overseas and engaging with OGP contacts who have extensive experience in running deliberate processes.</p> <p>Some countries, like the UK, are well-placed to run deliberative processes as they have a strong infrastructure (government agencies can contract businesses and NGOs that have deliberative process expertise). New Zealand entities using or looking to use deliberative processes include:</p> <ul style="list-style-type: none"> <li>• MoT and Koi Tū (The Centre for Informed Futures, University of Auckland) - future funding of the transport system;</li> <li>• MBIE - an Equitable Transition strategy (to ensure the climate change transition to a low emissions future is fair, inclusive and equitable); and</li> <li>• Ngāti Toa - who are running a community-based Talanoa-Wānanga in Porirua.</li> </ul> <p>The next stage involves setting up a small steering group, comprising agency and CSOs, to oversee this work.</p>
<p><b>Commitment Three</b> – Establish an inclusive, multi-channel approach to the delivery of govt information and services</p>	<p>This commitment is early in the planning stage.</p> <p>The Government Chief Digital Officer’s (GCDO) mandate is to guide and support agencies to deliver inclusive and accessible government information and services that meet people’s needs. Responsibility for service delivery rests with agency chief executives, however. The work programme for this commitment will therefore focus on supporting and guiding agencies in taking an inclusive, multi-channel approach to the delivery of government information and services.</p> <p>Potential actions include developing an omnichannel (multichannel) strategy and/or service design standard for agencies. The GCDO’s ongoing work to champion and assure web accessibility standards also contributes to realising the intent of the Commitment.</p>

<p><b>Commitment Four –</b> Design and implement a National Counter Fraud and Corruption Strategy</p>	<p>This commitment has two phases.</p> <p>The first phase involves strengthening the capability of the public sectoring and is at an early stage. An All of Govt draft strategy is being developed for public sector agencies to use to mitigate public sector fraud risks and improve the pathway and experience for those who are defrauded. The draft strategy is being consulted on with partner agencies. The plan is to take the strategy to the Minister towards the end of 2023, followed by wider consultation and potentially to Cabinet in early 2024 (<i>note these timeframes reflect decisions made by the leadership subsequent to the 2 May officials meeting</i>).</p> <p>The second phase of the work will include the private sector and will involve collaborating and co-designing a National Counter Fraud and Corruption Strategy. This work is likely to start towards the end of 2024.</p>
<p><b>Commitment Five –</b> Increase transparency of beneficial ownership of cos and ltd partnerships</p>	<p>The timing for this commitment, to increase transparency of beneficial ownership of companies and limited partnerships is dependent on legislation going through the House. There are particular challenges with an election year, limited House time and competing priorities.</p> <p>MBIE are working with the Parliamentary Counsel Office on drafting the Bill in order to publish an exposure draft for consultation later this year. At this stage it isn't possible to predict when an exposure draft will be released, nor when the Bill will be introduced.</p>
<p><b>Commitment Six –</b> Improve govt procurement transparency</p>	<p>NZGP has a number of workstreams underway to improve procurement data, in addition to the commitment work. Work includes the release of historic tender information in a user-friendly format (CSV); making more data fields mandatory in GETS to increase compliance and obtain better data; and developing a dashboard of comparative tender information using GETS information. The dashboard will enable people to see how their tender compared to other tenders. It has just gone live and includes five financial years' of data from 2016/17 year.</p> <p>The dashboard report will be released next week. This dashboard will be available on <a href="http://procurement.govt.nz">procurement.govt.nz</a>.</p> <p>NZGP has been engaging with two key stakeholder groups in undertaking this work, a central and local government procurement practitioners' community of practice group and a Business (suppliers) group who meet quarterly– Procurement Functional Leaders Group (PFLG) And Business Reference Group (BRG).</p>

	<p>The mandate of the Procurement Systems Lead is being worked out and considered in NZGP’s planning for increasing government procurement transparency.</p> <p>The mandate of the Procurement Systems Lead is being worked out and considered in NZGP’s planning for increasing government procurement transparency.</p>
<p><b>Commitment Seven –</b> Strengthen scrutiny of OIA exemption clauses</p>	<p>The Ministry of Justice is at the planning stage for the commitment and is exploring how existing tools and safeguards around OIA exemptions can be improved. Options being considered include inserting a section in the departmental disclosure statements for new legislation that requires proposed OIA exemption clauses to be justified.</p> <p>It was noted the commitment does not involve a review of the OIA nor retrospect consideration of existing OIA exemption clauses in legislation.</p> <p>There will be a concrete plan on actions to make improvements and timeframes before the June report back meeting. The plan will include a consultation period with appropriate agencies such as PSC, LDAC, the Ombudsman’s office and Cabinet Office. Once the initial planning has been done and there are some proposals, MoJ will engage with CSOs, likely later this year.</p>
<p><b>Commitment Eight –</b> Improve transparency and accountability of govt algorithm use</p>	<p>There has already been a lot of change in this space since the commitment was agreed to, for example with the increasing use of ChatGPT.</p> <p>The Charter was independently reviewed after one year, and the review found almost universal support for the Charter amongst government agencies and subject matter experts who participated in the review. It also found that agencies have made some progress in implementing the Charter commitments, but additional support is needed.</p> <p>Stats will be taking a high-level phased approach, prioritising recommendations from the Algorithm Charter One Year Review and designing an implementation plan for the higher priority recommendations. The work will include:</p> <ul style="list-style-type: none"> <li>• <b>Phase 1:</b> focus on strengthening guidance and best practice and support to agencies. This phase will address 8 of the 24 review recommendations. <ul style="list-style-type: none"> <li>○ Stats have also brought forward the start date for developing tools and guidance. Assessment tools and a user guide are currently being developed to help agencies assess the risks and potential impact of their algorithms and be guided to the appropriate measures based on the results of the assessment.</li> </ul> </li> </ul>

The Community of Practice will help identify what other tools and guidance are needed;

- **Phase 2:** focus on engagement with iwi and Māori, civil society organisations, and the public to help us understand what type and degree of transparency is expected, and what measures and practices are needed to increase public confidence and sustain trust
- **Phase 3 :** explore options for greater oversight and governance.

Stats intend to seek stakeholder input to help them prioritise within those phases.

Other initiatives that will influence this planning include the establishment of a Centre for Data Ethics and Innovation by Stats NZ, and the implementation of the Māori Data Governance Framework developed by Te Kāhui Raraunga for the Data Iwi Leaders Group.

A workshop with Charter signatories was held on 20 March to discuss the support they need and to explore the establishment of a community of practice (CoP). The consensus was that a community of practice would help with sharing ideas and advice, discussing pain points, and comparing 'what works'. The signatories are also keen that the CoP also develop outputs, so it will be more than a networking forum.

An organising committee with representatives from 5 agencies has been established, and the terms of reference for the CoP is being drafted. The intention is to hold quarterly hui, with the next hui scheduled for 1 June. Meetings will be online and on a quarterly basis.

The CoP will be restricted to government agencies (current and potential signatories), with opportunities to bring in non-government guests when relevant. For example, Stats want to invite civil society representatives to the discussion on what government transparency might look like from a public perspective.