

From: Becky Zhao <Becky.Zhao@mbie.govt.nz>

Sent: Wednesday, 11 October 2023 11:43 am

To: Dean Ford <Dean.Ford@mbie.govt.nz>; Iain Cossar <Iain.Cossar@mbie.govt.nz>; Jivan Grewal <Jivan.Grewal2@mbie.govt.nz>; Anna Clark <Anna.Clark2@mbie.govt.nz>; James Hartley <James.Hartley@mbie.govt.nz>; Andrew Hume <Andrew.Hume@mbie.govt.nz>; Justine Cannon <Justine.Cannon@mbie.govt.nz>; Isabel Poulson <Isabel.Poulson@mbie.govt.nz>; Antonia Reid <Antonia.Reid@mbie.govt.nz>; Alistair Dixon <Alistair.Dixon@mbie.govt.nz>; Hamish Grant-Fargie <Hamish.Grant-Fargie@mbie.govt.nz>; Sharon Corbett <Sharon.Corbett@mbie.govt.nz>; Susan Hall <Susan.Hall@mbie.govt.nz>; Alistair Dixon <Alistair.Dixon@mbie.govt.nz>; Gerald Minnee <Gerald.Minnee@mbie.govt.nz>; Shaun Twaddle <Shaun.Twaddle@mbie.govt.nz>; Iain Southall <Iain.Southall@mbie.govt.nz>; Hunter Nottage <Hunter.Nottage@mbie.govt.nz>; Richard Davies <Richard.Davies@mbie.govt.nz>; Simon Rae <Simon.Rae@mbie.govt.nz>; Tracy Mears <Tracy.Mears@mbie.govt.nz>; Natalie Labuschagne <Natalie.Labuschagne2@mbie.govt.nz>; Jason Clarke <Jason.Clarke@mbie.govt.nz>; Kristin Mednis <Kristin.Mednis@mbie.govt.nz>; Maj-Britt Engelhardt <Maj-Britt.Engelhardt2@mbie.govt.nz>; Francis Van Der Krogt <Francis.vanderKrogt@mbie.govt.nz>; Kate Challis <Kate.Challis@mbie.govt.nz>; Michelle Schulz <Michelle.Schulz@mbie.govt.nz>; Andrew Craig <Andrew.Craig@mbie.govt.nz>; Karl Woodhead <Karl.Woodhead@mbie.govt.nz>; Debbie Te Awhe <Debbie.TeAwhe@mbie.govt.nz>; Emma Palmer <Emma.Palmer@mbie.govt.nz>; Jack Price <Jack.Price@mbie.govt.nz>; Erin Hill <Erin.Hill@mbie.govt.nz>; Libby Gerard <Libby.Gerard2@mbie.govt.nz>; Bridget Duley <Bridget.Duley@mbie.govt.nz>; James Anderson <James.Anderson2@mbie.govt.nz>; Patrick West-Oram <Patrick.WestOram@mbie.govt.nz>; Richard Walley <Richard.Walley@mbie.govt.nz>; Gayathiri Ganeshan <Gayathiri.Ganeshan@mbie.govt.nz>; Simon Cooke <Simon.Cooke@mbie.govt.nz>; Andy Hill <Andy.Hill@mbie.govt.nz>; Quanita Khan <Quanita.Khan@mbie.govt.nz>; Odette Frost <Odette.Frost@mbie.govt.nz>; Jamie Kerr <Jamie.Kerr2@mbie.govt.nz>; James Soligo <James.Soligo@mbie.govt.nz>; Katrina Lynn <Katrina.Lynn@mbie.govt.nz>; Paul Clarke <Paul.Clarke@mbie.govt.nz>; Michael Hampl <Michael.Hampl@mbie.govt.nz>; Graham Pomeroy <Graham.Pomeroy3@mbie.govt.nz>; Cherie Engelbrecht <cherie.engelbrecht@mbie.govt.nz>; Richard Lee <Richard.Lee@mbie.govt.nz>; Linda Moore <Linda.Moore@mbie.govt.nz>; Fadia Mudafar <Fadia.Mudafar@mbie.govt.nz>; Charlotte Woolhouse <Charlotte.Woolhouse@mbie.govt.nz>; Alison Marris <Alison.Marris@mbie.govt.nz>; Lesley McConnell <Lesley.McConnell@mbie.govt.nz>; Sally Morrison <SALLY.MORRISON@mbie.govt.nz>; Mark Steel <Mark.Steel@mbie.govt.nz>; Betty O'Connor Scurr <Betty.OConnorScurr@mbie.govt.nz>; Cory Hagenaaars <Cory.Hagenaaars@mbie.govt.nz>; Nerissa Smith <Nerissa.smith@mbie.govt.nz>; Michael Quinn <Michael.Quinn@mbie.govt.nz>; Rachel Sorenson <Rachel.Sorenson@mbie.govt.nz>; Richard Clough <Richard.Clough@mbie.govt.nz>; Mark Christensen <Mark.Christensen3@mbie.govt.nz>

Cc: Kirsty Flannagan <Kirsty.Flannagan@mbie.govt.nz>; Donna Purdue <Donna.Purdue@mbie.govt.nz>; Hamish Wilson <Hamish.Wilson@mbie.govt.nz>; Mark Lea <mark.lea@mbie.govt.nz>; Andrew McCallum <Andrew.McCallum@mbie.govt.nz>; Audrey Mendoza <AudreyJeane.Mendoza@mbie.govt.nz>; Elizabeth Zhu <Elizabeth.Zhu@mbie.govt.nz>; Ray Nafatali <Ray.Nafatali@mbie.govt.nz>; Todd Cleaver <Todd.Cleaver@mbie.govt.nz>

Subject: BIMs and Economic Context Narrative - SLT feedback and next steps

Importance: High

Kia ora koutou,

Thank you for your time and efforts to draft the BIMs and for your support in developing the Economic Context Narrative.

SLT met yesterday to discuss the initial draft BIMs and following the discussion, please refer to the sections below for their feedback and next steps on the BIM process.

SLT would like to review the next version of the BIMs on Monday 16 October. Please could you send me your updated BIMs **by COP Thursday 14 October**. We will then send the package to SLT on Friday 15 October.

Feedback from SLT

- Lack of consistency across BIMs
- Showing earlier in the BIMs that we have listened to the priorities of the incoming government
- Adding financial information alongside the headcount data
- Update the personnel data to 30 September 2023
- Some portfolio context sections were too detailed or technical (eg Employment and ACC)
- Keep BIMs concise, considering the level of detail for incoming ministers
- Create (at a later stage once BIMs are finalised) a slide pack version to aid discussions with incoming ministers.

To reflect SLT's feedback, we have worked with the Workplace Relations and Safety BIM leads to create an updated template (see attached).

To improve consistency, all BIMs should follow this updated template, in particular, the template includes the following changes:

- A new Section 1 included before the Portfolio Overview section to show that MBIE has heard/listened to the new government's priorities.
- A new paragraph included in Section 2 to reflect SLT's request for the appropriation details to be provided alongside the headcount.
- Three new paragraphs in Section 3 on the Economic Context which replaces the previous text and annex. The Economic Context Narrative will be provided as a stand-alone BIM instead.
- Corporate Services will provide updated headcount diagrams to you for inclusion in the BIMs.

'Wise heads' comments on the initial draft BIMs

- The 'wise heads' (Sally Morrison, Lesley McConnell and Mark Steel) reviewed the version of the draft BIMs that went to PCA on 4 October, these were earlier versions than those went to SLT.
- We have attached the feedback from 'wise heads' for your reference however, we would you to make the following specific changes that relate to some of their comments.
- The reviewers have also provided portfolio-specific comments, which we will leave to BIM leads to consider.

| Issues | Actions |
|---|--|
| Inconsistent use of Aotearoa NZ or NZ across BIMs | <ul style="list-style-type: none"> • Refer to 'New Zealand' in all BIMs |
| Inconsistent use of Crown-Māori vs Māori-Crown | <ul style="list-style-type: none"> • Refer to 'Māori Crown Relations' in all BIMs. |
| Key MBIE Official section | <ul style="list-style-type: none"> • In the Key MBIE Officials section, please include General Managers (GMs) and above only. • Please refer to the attached Key MBIE officials list for updated photos of SLT members and descriptions (approved by Dep Secs) of MBIE business groups. |
| Language/tone | <ul style="list-style-type: none"> • Use plain English and avoid jargon in language and tone. • BIM leads to arrange a careful proof-read/QA • Think about the audience for your BIM (eg existing knowledge, and familiarity with Government processes/procedures etc) • Include page number |

Thank you for your support and if you have any questions, please feel free to contact us.

Ngā mihi

Becky Zhao (on behalf of the BIM coordination team)

Senior Policy Advisor | Strategic Policy
Tautoru | Economic Strategy Branch
Te Waka Pūtahitanga

MINISTRY OF BUSINESS, INNOVATION & EMPLOYMENT | HIKINA WHAKATUTUKI

15 Stout St, Te Whanganui-a-Tara Wellington, Aotearoa New Zealand | 04 916 6098
www.mbie.govt.nz | becky.zhao@mbie.govt.nz |

