

# Hon Nicola Willis

Minister of Finance  
Minister for the Public Service  
Minister for Social Investment  
Associate Minister of Climate Change



T Murray

[fyi-request-25187-40f545ad@requests.fyi.org.nz](mailto:fyi-request-25187-40f545ad@requests.fyi.org.nz)

Dear T Murray

## Official Information Request

I refer to your official information request dated 14 December where you requested the following:

- *The dates of your initial meeting with your portfolio departments;*
- *A list of attendees at this meeting*
- *Any documentation provided at the meeting*
- *All notes (including handwritten notes) taken by you or your office staff at the meeting.*

In my role as Minister for Social Investment, I met with the Social Wellbeing Agency for the first time on Monday 11 December 2023. Attendees at this meeting were:

- Renee Graham, Chief Executive
- Aphra Green, Deputy Chief Executive – Policy, Data and Insights
- Alistair Mason, Deputy Chief Executive – Strategy and Governance
- Luke Scullion, Private Secretary (Social Investment)
- Paula Oliver, Specialist Ministerial Advisor

Prior to the meeting I was provided with the Social Wellbeing Agency's Briefing to the Incoming Minister and a meeting agenda. A copy of the meeting agenda is attached to this letter as appendix 1. As the Briefing to the Incoming Minister is soon to be publicly released, I am withholding it in accordance with section 18(d) of the OIA.

During the meeting notes were taken by the Private Secretary (Social Investment). I am withholding these notes in accordance with section 9(2)(g)(i) of the OIA to maintain the effective conduct of public affairs through the free and frank expression of opinions.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Nicola Willis'.

Hon Nicola Willis  
**Minister for Social Investment**



# Social Wellbeing Agency / Minister Willis

## Monday 11 December 2023

<b>Date:</b>	Monday 11 December 2023	
<b>Time:</b>	4.30pm – 5.00pm	
<b>Venue:</b>	7.2 Executive Wing, Parliament Buildings	
<b>Participants:</b>	Hon Nicola Willis	Minister for Social Investment
	Renee Graham	Chief Executive
	Aphra Green	Deputy Chief Executive, Policy Data and Insights
	Alistair Mason	Deputy Chief Executive, Strategy and Performance

### Purpose

This is an introduction meeting with the Social Wellbeing Agency's Executive Leadership Team to discuss your priority areas of focus and the next steps for the portfolio.

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### Agenda items

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1. Introductions

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2. Briefing to the Incoming Minister

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3. Priority areas of focus

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4. Next steps

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