

## RCOI Response Steering Group Minutes

<b>Date/Time</b>	20/07/2021, 2.00 – 3.00 pm
<b>Venue</b>	Executive Wing (Beehive): Cabinet Committee Meeting Room 8.5
<b>Chair</b>	Dan Eaton, Director, National Security Policy, Department of the Prime Minister and Cabinet (DPMC)

Item	Topic
1	<b>Welcome, apologies, and introductions</b> New members were noted.
2	<b>Chair's Update</b> The Chair summarised activity since the last meeting including ongoing engagement by agencies on hate speech, social cohesion and amendments to the Films, Videos, Publications and Classifications Act. It was also noted the topic of hate speech is one that had been the subject of media and public comment over recent weeks. The Chair observed this served to highlight responses to the Royal Commission's report reach broadly across society, and are not limited to those communities immediately impacted by the 2019 attacks. The Chair also advised that the Milestone tracker will move to a monthly update cycle versus the previous fortnightly cycle.
3	<b>Acceptance of minutes of meeting of 29 June and review of current actions</b> The minutes of 29 June and the status of recorded actions were taken as read and accepted.
4	<b>Responsible Ministers meeting on 3 August</b> Draft papers for the 3 August Responsible Ministers meeting were tabled and discussed, as was the intended overall approach to the meeting. Discussion identified the need for clarity on the status of recommendations presented in the pie chart on the A3 handout due to the potential for confusion to arise between the categories "Completed" and "Pending". Following discussion, the decision was made to use the terms "Implemented", "Underway", "Yet to commence" and "Ministerial decision needed". It was also identified the draft work programme would benefit from specific RCOI recommendations relevant to the each work area/theme being listed on it. DPMC undertook to update the documents based on the feedback received and distribute them to agencies later in the day with a request they provide any further feedback on the documents by close of business Friday 23 August. <ul style="list-style-type: none"><li>Note: actioned by email from DPMC to agencies on 20 July.</li></ul> Once finalised the meeting documentation will be provided to agencies to assist them in briefing their Ministers attending the 3 August meeting. <ul style="list-style-type: none"><li>Note: actioned by email from DPMC to agencies on 28 July.</li></ul>
5	<b>Kāpuia - Ministerial Advisory Group</b>

Item	Topic
	<p>The Chair summarised the role of Kāpuia – it is intended to be an independent oversight group to hold agencies to account and enhance the overall quality of advice Ministers receive in an open and transparent manner.</p> <p>It was noted that Kāpuia will be provided with a proposed work programme once this is considered by Ministers at the 3 August meeting (see agenda item 4 immediately above). Advice from Kāpuia on the programme will be sought prior to it being finalised by Cabinet later in 2021.</p> <p>The issue of privacy and confidentiality around the material provided to Kāpuia was discussed. The Head of the Kāpuia Secretariat noted the confidentiality requirements on Group members and that it was made clear to members the material they received was provided to them on an in-confidence basis, and was not for further distribution by them. The need for Ministerial comfort around the content and detail of information provided also was highlighted, including that on initiatives not yet the subject of prior public announcement.</p> <p>A summary of 30 June meeting of the group was provided by the Head of the Secretariat, and it was noted that the overall atmosphere from the members around the table was positive.</p>
6	<p><b>Any other business</b></p> <p>Brief discussion occurred around measuring success and impact beyond just “ticking off a checklist” of recommendations completed. It was noted there needs to be measurable indicators of success of the overall Royal Commission response programme. The Chair noted this was work still to be undertaken and that Kāpuia would need to be involved in that insofar as what any set of credible indicators could involve.</p> <p>The need for an appropriately aligned and coordinated approach to agency budget processes for budget 2022 was highlighted with it being agreed this would be captured as an action for an agenda item for a future meeting.</p>
7	<p><b>Meeting closed</b></p> <p>Meeting closed at 3.00 pm.</p>