



# Cabinet Office

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(updated 16 October 2018)

## Circular

17 January 2018

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**Intended for**

- All Ministers
- All Chief Executives
- Chief of Staff, Prime Minister's Office
- All Senior Private Secretaries
- All Private Secretaries
- Chief Parliamentary Counsel

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### **Cabinet Committees: Structure, Terms of Reference and Membership**

*This circular has been updated to reflect the name change of the Cabinet Crown/Māori Relations Committee (CMR) to the Cabinet Māori Crown Relations: Te Arawhiti Committee (MCR), and amendments to committee membership.*

- 1 The Prime Minister has agreed to the new Cabinet committee structure, terms of reference, and membership. The Cabinet committees are as follows:
  - 1.1 Cabinet Appointments and Honours Committee (APH);
  - 1.2 Cabinet Business Committee (CBC);
  - 1.3 Cabinet Priorities Committee (CPC);
  - 1.4 Cabinet Economic Development Committee (DEV);
  - 1.5 Cabinet Environment, Energy and Climate Committee (ENV);
  - 1.6 Cabinet External Relations and Security Committee (ERS);
  - 1.7 Cabinet Government Administration and Expenditure Review Committee (GOV);
  - 1.8 Cabinet Legislation Committee (LEG);
  - 1.9 Cabinet Māori Crown Relations: Te Arawhiti Committee (MCR);
  - 1.10 Cabinet Social Wellbeing Committee (SWC).
- 2 The list of membership and committee terms of reference is attached.

Michael Webster  
Secretary of the Cabinet

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## **Cabinet Appointments and Honours Committee (APH)**

To consider public appointments including appointments to statutory and other government agencies, chief executive appointments, nominations for New Zealand Royal Honours, and associated policy.

### **Membership**

**Rt Hon Jacinda Ardern (Chair)**

***Rt Hon Winston Peters (Deputy Chair)***

Hon Kelvin Davis

Hon Grant Robertson

Hon Chris Hipkins

Hon Andrew Little

Hon Dr David Clark

Hon Nanaia Mahuta

Hon Jenny Salesa

Hon Tracey Martin

Hon Peeni Henare

Hon Aupito William Sio

Hon Julie Anne Genter

### **Relevant Portfolios**

All portfolios

### **Frequency**

Meets weekly during sitting weeks

## **Cabinet Business Committee (CBC)**

To consider policy issues, appointments, bills, and regulations, and other matters that require decisions before the next scheduled applicable Cabinet committee meeting, when other committees are not meeting and the House of Representatives is adjourned. CBC will meet only on a strictly if required basis.

### **Membership**

**Rt Hon Jacinda Ardern (Chair)**

***Rt Hon Winston Peters (Deputy Chair)***

Hon Kelvin Davis

Hon Grant Robertson

Hon Phil Twyford

Hon Dr Megan Woods

Hon Chris Hipkins

Hon Andrew Little

Hon Carmel Sepuloni

Hon Dr David Clark

Hon David Parker

Hon Nanaia Mahuta

Hon Tracey Martin

Hon James Shaw

### **Relevant Portfolios**

All portfolios

### **Frequency**

Meets during non-sitting weeks if required

## **Cabinet Priorities Committee (CPC)**

- Consider overall government priorities and major strategic issues.
- Consider significant issues as determined by the Prime Minister or Cabinet. Implementation aspects of these issues will be considered by the appropriate committee, once major policy directions have been set.
- Responsible for the overall co-ordination and delivery of the government's priorities.

### **Membership**

**Rt Hon Jacinda Ardern (Chair)**

***Rt Hon Winston Peters (Deputy Chair)***

Hon Kelvin Davis

Hon Grant Robertson

Hon Phil Twyford

Hon Dr Megan Woods

Hon Chris Hipkins

Hon Andrew Little

Hon Carmel Sepuloni

Hon Dr David Clark

Hon David Parker

Hon Nanaia Mahuta

Hon Tracey Martin

Hon James Shaw

### **Relevant Portfolios**

All portfolios

### **Frequency**

Meets monthly during sitting weeks.

## Cabinet Economic Development Committee (DEV)

- Consider strategic and policy matters relating to sustainable economic, urban, and regional development, urban form and infrastructure (excluding state sector), transport, communications, research and innovation in business, and a productive, prosperous, skilled workforce.
- Ensure the co-ordination and delivery of relevant government priorities and monitor the achievement of relevant goals and outcomes.

### Membership

Rt Hon Jacinda Ardern

Rt Hon Winston Peters

Hon Kelvin Davis

**Hon Grant Robertson (Chair)**

Hon Phil Twyford

**Hon Dr Megan Woods (Deputy Chair)**

Hon Chris Hipkins

Hon David Parker

Hon Nanaia Mahuta

Hon Stuart Nash

Hon Iain Lees-Galloway

Hon Jenny Salesa

Hon Damien O'Connor

Hon Shane Jones

Hon Kris Faafoi

Hon Willie Jackson

Hon James Shaw

Hon Eugenie Sage

Fletcher Tabuteau, MP

### Relevant Portfolios<sup>1</sup>

ACC

Agriculture

Biosecurity

Broadcasting, Communications, and Digital

Media

Building and Construction

Civil Defence

Commerce and Consumer Affairs

Customs

Economic Development

Energy and Resources

Environment

Employment

Finance

Fisheries

Food Safety

Forestry

Greater Christchurch Regeneration

Housing and Urban Development

Immigration

Infrastructure

Land Information

Local Government

Māori Crown Relations: Te Arawhiti

Māori Development

Pike River

Racing

Regional Economic Development

Research, Science and Innovation

Revenue

Rural Communities

Small Business

Statistics

State Owned Enterprises

Tourism

Trade and Export Growth

Transport

Workplace Relations and Safety

### Frequency

Meets weekly during sitting weeks

<sup>1</sup> This is an indicative list of portfolios relevant to the committee's consideration. Portfolios may be listed under more than one committee. Papers should be submitted to the most relevant committee for the subject matter.

## Cabinet Environment, Energy and Climate Committee (ENV)

- Consider strategic and policy matters relating to environmental issues, sustainable energy use and resource management, including the safeguarding of New Zealand's natural resources and indigenous flora, fauna, and biodiversity, the reduction of carbon and biological emissions, and climate change adaptation and mitigation policies.
- Ensure the co-ordination and delivery of relevant government priorities and monitor the achievement of relevant goals and outcomes.

### Membership

Rt Hon Jacinda Ardern

Rt Hon Winston Peters

Hon Kelvin Davis

Hon Grant Robertson

Hon Phil Twyford

Hon Dr Megan Woods

**Hon David Parker (Chair)**

Hon Nanaia Mahuta

Hon Stuart Nash

Hon Damien O'Connor

Hon Shane Jones

**Hon James Shaw (Deputy Chair)**

Hon Eugenie Sage

### Relevant Portfolios<sup>2</sup>

Agriculture

Biosecurity

Climate Change

Conservation

Economic Development

Energy and Resources

Environment

Fisheries

Forestry

Local Government

Māori Crown Relations: Te Arawhiti

Māori Development

Regional Economic Development

Research, Science and Innovation

Transport

### Frequency

Meets fortnightly during sitting weeks

<sup>2</sup> This is an indicative list of portfolios relevant to the committee's consideration. Portfolios may be listed under more than one committee. Papers should be submitted to the most relevant committee for the subject matter.

## **Cabinet External Relations and Security Committee (ERS)**

- Oversight of the national security and intelligence sector, and to consider strategic, policy and legislative matters relating to the sector, foreign affairs, defence (excluding Defence procurement), resilience, and significant hazards.
- Co-ordinate and direct national responses to major crises or circumstances affecting national security (either domestic or international).
- Ensure co-ordination and delivery of relevant government priorities and monitor the achievement of relevant goals and outcomes.

*ERS, or a subcommittee of ERS as determined by the Prime Minister, will have Power to Act where the need for urgent action and/or operational or security considerations require it.*

### **Membership**

***Rt Hon Jacinda Ardern (Deputy Chair)***

***Rt Hon Winston Peters (Chair)***

Hon Kelvin Davis

Hon Grant Robertson

Hon Andrew Little

Hon David Parker

Hon Stuart Nash

Hon Ron Mark

*With the addition of the relevant portfolio Minister as appropriate.*

### **Relevant Portfolios<sup>3</sup>**

Biosecurity

Broadcasting, Communications, and Digital Media

Customs

Civil Defence

Defence

Foreign Affairs

GCSB

Health

Immigration

National Security and Intelligence

NZSIS

Police

### **Frequency**

Meets monthly during sitting weeks.

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<sup>3</sup> This is an indicative list of portfolios relevant to the committee's consideration. Portfolios may be listed under more than one committee. Papers should be submitted to the most relevant committee for the subject matter.

## Cabinet Government Administration and Expenditure Review Committee (GOV)

- Consider matters relating to state sector management and government expenditure including significant sector infrastructure, investment, and procurement proposals (including defence procurement), and related government administration matters such as the location of government functions in the regions, digital government, state sector employment relations, and promoting open government and transparency.
- Ensure the co-ordination and delivery of relevant government priorities and monitor the achievement of relevant goals and outcomes.

### Membership

Rt Hon Jacinda Ardern

Rt Hon Winston Peters

Hon Kelvin Davis

**Hon Grant Robertson (Chair)**

Hon Phil Twyford

Hon Dr Megan Woods

**Hon Chris Hipkins (Deputy Chair)**

Hon Dr David Clark

Hon David Parker

Hon Nanaia Mahuta

Hon Stuart Nash

Hon Ron Mark

Hon Tracey Martin

Hon Shane Jones

Hon James Shaw

Hon Julie Anne Genter

### Relevant Portfolios<sup>4</sup>

Corrections

Defence

Education

Finance

Government Digital Services

Health

Infrastructure

Internal Affairs

Local Government

Revenue

Regional Economic Development

State Owned Enterprises

State Services

Statistics

Transport

### Frequency

Meets fortnightly during sitting weeks

<sup>4</sup> This is an indicative list of portfolios relevant to the committee's consideration. Portfolios may be listed under more than one committee. Papers should be submitted to the most relevant committee for the subject matter.



## **Cabinet Legislation Committee (LEG)**

To consider the legislation programme, draft Bills and regulations, government responses to petitions, select committee reports, and Law Commission reports. LEG may also consider minor policy issues relating to these matters.

*Government responses to significant select committee reports and Law Commission reports should be dealt with at a policy committee if they involve significant new policy or amendments to existing policy.*

### **Membership**

Rt Hon Jacinda Ardern

Rt Hon Winston Peters

**Hon Chris Hipkins (Chair)**

Hon Andrew Little

Hon David Parker

Hon Stuart Nash

***Hon Iain Lees-Galloway (Deputy Chair)***

Hon Damien O'Connor

Hon Tracey Martin

Hon Julie Anne Genter

Hon Eugenie Sage

Hon Ruth Dyson (Senior Government Whip)

### **Relevant Portfolios**

All portfolios

### **Frequency**

Meets weekly during sitting weeks

## Cabinet Māori Crown Relations: Te Arawhiti Committee (MCR)

- Consider strategic and policy matters relating to the Treaty of Waitangi settlement negotiations and the delivery of post-settlement commitments, the Crown's Treaty obligations, opportunities that exist in the post-Treaty settlement environment, and engagement between the Crown and iwi on policy issues.
- Ensure the co-ordination and delivery of relevant government priorities and monitor the achievement of relevant goals and outcomes.

### Membership

Rt Hon Jacinda Ardern

Rt Hon Winston Peters

**Hon Kelvin Davis (Chair)**

Hon Grant Robertson

Hon Andrew Little

Hon David Parker

**Hon Nanaia Mahuta (Deputy Chair)**

Hon Stuart Nash

Hon Damien O'Connor

Hon Shane Jones

Hon Peeni Henare

Hon Willie Jackson

Hon Eugenie Sage

### Relevant Portfolios<sup>5</sup>

Agriculture

Attorney-General

Conservation

Economic Development

Environment

Fisheries

Local Government

Māori Crown Relations: Te Arawhiti

Māori Development

Regional Economic Development

Rural Communities

Treaty of Waitangi Negotiations

Whānau Ora

### Frequency

Meets monthly during sitting weeks

<sup>5</sup> This is an indicative list of portfolios relevant to the committee's consideration. Portfolios may be listed under more than one committee. Papers should be submitted to the most relevant committee for the subject matter.

## Cabinet Social Wellbeing Committee (SWC)

- Consider strategic and policy matters relating to social wellbeing to support a fair and dignified standard of living for all New Zealanders, including education, health, justice, income support, access to warm, dry homes, and child poverty reduction.
- Ensure co-ordination and delivery of relevant government priorities and monitor the achievement of relevant goals and outcomes.

### Membership

Rt Hon Jacinda Ardern  
Rt Hon Winston Peters  
Hon Kelvin Davis  
Hon Grant Robertson  
Hon Phil Twyford  
Hon Chris Hipkins  
Hon Andrew Little  
**Hon Carmel Sepuloni (Chair)**  
Hon Dr David Clark  
Hon Nanaia Mahuta

Hon Stuart Nash  
Hon Jenny Salesa  
Hon Damien O'Connor  
**Hon Tracey Martin (Deputy Chair)**  
Hon Peeni Henare  
Hon Willie Jackson  
Hon Aupito William Sio  
Hon Julie Anne Genter  
Michael Wood, MP  
Jan Logie, MP

### Relevant Portfolios<sup>6</sup>

ACC  
Arts, Culture and Heritage  
Child Poverty Reduction  
Children  
Community and Voluntary Sector  
Corrections  
Courts  
Disability Issues  
Education  
Employment  
Ethnic Communities  
Health  
Housing and Urban Development

Justice  
Māori Crown Relations: Te Arawhiti  
Māori Development  
Pacific Peoples  
Police  
Rural Communities  
Seniors  
Social Development  
Sport and Recreation  
Veterans  
Whānau Ora  
Women  
Youth

### Frequency

Meets weekly during sitting weeks

<sup>6</sup> This is an indicative list of portfolios relevant to the committee's consideration. Portfolios may be listed under more than one committee. Papers should be submitted to the most relevant committee for the subject matter.