



RCOI Response Steering Group Minutes

Date/Time	13/04/2022, 2.30 – 3.30 pm
Venue	Virtual via Zoom
Chair	Dan Eaton, Director, National Security Policy, Department of the Prime Minister and Cabinet (DPMC)

Item	Topic
1	<p>Welcome, apologies, introductions and Chair's update</p> <p>The Chair welcomed members and noted that it continues to be a very busy time for all agencies, not only on Royal Commission response matters but across a range of issues that draw on agency resources. Acknowledging this, the Chair noted it is crucial agencies continue to prioritise the importance of the Royal Commission response work.</p> <p>The minutes of the previous meeting on 22 February 2022 and action status were taken as read and accepted.</p>
2	<p>Briefing on outreach on Preventing and Countering Violent Extremism</p> <p>The Strategic Coordinator Counter-terrorism (the Coordinator) summarised the response to recommendation 4 from the Royal Commission which calls for a strategic approach to countering terrorism and violent extremism, and which is led by the Department of the Prime Minister and Cabinet (DPMC).</p> <p>It was noted the prevention aspects of such an approach were identified as crucial during the 33 nationwide hui held in early 2021. DPMC is taking a three-phased approach to engagement in its response to this recommendation:</p> <ol style="list-style-type: none">1. The establishment of a working group comprised of academics, community, and civil society representatives.2. Targeted engagement with specific communities and groups.3. Wider public engagement. <p>The Coordinator summarised engagement carried out in the past month, including engagement:</p> <ul style="list-style-type: none">• in Christchurch with affected whanau and survivors of the 15 March attack; and• with the wider public and academic, including a session on gender, rainbow, and misogyny issues. <p>To date, approximately 220-250 people have been engaged with, representing a wide range of perspectives. DPMC have retained Inclusive Aotearoa Collective Tāhono to assist in the engagement process – it has provided facilitators for hui.</p>
3	<p>Stakeholder engagement ensuring effective coordination and calendaring</p> <p>DPMC thanked those who have already provided Policy Engagement Tool quarterly reporting.</p> <p>DPMC has been collating a monthly engagement calendar to ensure alignment across the RSG agencies.</p> <p>Prior community engagement highlighted the challenges of aligning engagement activity across agencies and the resulting potential for a lack of coordination which places pressures on communities.</p> <p>The Chair noted that the coordination of the RCOI engagements has been focussed at a national-level, however it has been noted that engagements can be smaller in scale and not always captured in the detail of the</p>

Item	Topic
	<p>engagement calendar. This can pose challenges for coordination, particularly with local-level engagements, which was recently evident in recent engagements in Christchurch. Members discussed possible options to improve this situation, including:</p> <ul style="list-style-type: none">• using shared calendars;• a centralised system for stakeholder details;• ensuring awareness of culturally and other significant dates;• providing timeframes that work for the stakeholders; and• limiting multiple engagements and duplication of effort by stakeholders. <p>The discussion concluded with the Chair suggesting the question of ongoing coordination and engagement activity, particularly with the Christchurch community, be put to the Outreach Group to consider and advise RSG of approach to address this issue. This was agreed.</p> <ul style="list-style-type: none">• New Action (number 26) assigned to this tasking. <p>Stakeholder Engagement Framework</p> <p>Discussion then turned to the Stakeholder Engagement Framework (the Framework) under development by DPMC. The Framework is intended to be complementary to the Policy Community Engagement Tool and can be used as part of the design phase. There are three parts to the Framework:</p> <ol style="list-style-type: none">1. Stakeholder Map: a snapshot across the RCOI response to identify groups that have been impacted by and/or have significant interest in the RCOI response work. The Map summarises the nature of the impact/interest and allows practitioners to identify stakeholders in the planning phase of the engagement activity.2. Stakeholder Analysis: a framework for categorising and prioritising engagement with particular stakeholder groups.3. Directory: a directory of organisations and stakeholders (from publicly available information) on stakeholders engaged in the RCOI response. This is organised in the same grouping as part one (Map). <p>DPMC intends to finalise the Framework by end of April and thanked agencies for their contributions so far.</p>
4	<p>Response Impact Framework – status and next steps</p> <ul style="list-style-type: none">• DPMC provided an update on the Response Impact Framework (RIF). Next steps include engagement with Kāpuia, the wider community and interest groups, and RSG agencies.
5	<p>Amendment of Terms of Reference and development of Risk Register – status update and next steps</p> <p>The Chair noted that before the next RSG meeting, a proposed updated Terms of Reference (ToR) will be distributed to the members. The updated ToR will:</p> <ul style="list-style-type: none">• clarify the purpose and role of the RSG now that Government has accepted a longer-term response work programme; and• make overall response governance arrangements clearer by setting these out pictorially in “wiring diagram” form. <p>Once approved and accepted, the ToR will be published on the DPMC website along with previous RSG meeting minutes. Future minutes will be published on an ongoing basis after they have been approved by RSG. The Chair noted that in the interest of transparency redactions would be minimal and limited to those justifiable under the Official Information Act. Prior minutes and the proposed amendments to the ToR will be circulated to RSG agencies after the meeting for feedback.</p> <ul style="list-style-type: none">• Note: Prior minutes and the proposed amendments to the ToR were circulated to members for feedback on 19 April 2022. This progresses action 25 assigned at the 22 February 2022 meeting which remains open.

Item	Topic
	<p>The Chair noted that work on the Risk and Issue Register (the Register) is progressing but will be put on hold until the new ToR have been approved. A draft Register will also be circulated to RSG agencies for feedback once developed.</p> <ul style="list-style-type: none">Note: Action 24 assigned at the 22 February 2022 meeting refers to the creations of a Risk and Issue register for RSG. This action also remains open. <p>The Chair then summarised the discussion around risks at the 22 February 2022 meeting including:</p> <ul style="list-style-type: none">the need to maintain response momentum in an environment where substantive work to address all recommendations becomes part of agencies' ongoing activities;ensuring work on the RCOI response is cohesive and aligned – including in the engagement and outreach space; andthe need to ensure transparency and collaboration – publishing the ToR and minutes will support this.
6	<p>Agency updates</p> <p>The Chair invited the members to provide updates.</p> <p><u>NZ Police</u> updates included those on:</p> <ul style="list-style-type: none">recommendation 12 – a single point of reporting – Ministers have endorsed the Cabinet briefing papers;the various firearms recommendations on which work is progressing well; andrecommendation 42 – responses to hate crime and hate incidents – which is being progressed with input from the Police Muslim Reference Group. <p><u>Ministry of Social Development</u> (MSD) updates included:</p> <ul style="list-style-type: none">the status of engagement on social cohesion;upcoming hui with Kāpuia; andadvice that MSD is working with agencies to bring together a substantial package on social cohesion to go to Cabinet by end of June. <p><u>Ministry of Justice</u> updates included those on:</p> <ul style="list-style-type: none">the Search and Surveillance Act review which began on 4 April 2022 and which is open for a three-month consultation period;the National Action Against Plan Racism, which is under development, with engagement planned; and <p>the Minister of Justice considering options for progressing work on incitement and hate speech and crime.</p>
7	<p>Any other business</p> <p>The Kāpuia Secretariat noted that the roopu now has three sub-thematic groups: (1) National Security System; (2) Preventing and Countering Terrorism and Violent Extremism; (3) Social Cohesion, Inclusion and Community Safety.</p> <p>The Secretariat also highlighted upcoming Kāpuia hui:</p> <ol style="list-style-type: none">The May hui will include representatives from MSD, Ministry of Education, Ministry for Ethnic Communities, Te Kwa Mataaho Public Service Commission and the NZ Security Intelligence Service; andThe June hui will be in-person in Christchurch and will include representatives from Police and Ministry of Justice. <p>The Secretariat also noted that Kāpuia had commented very positively on the style and content of Department of Internal Affairs' presentation material as easy to read and understand, and suggested it as an example for other agencies.</p>
8	<p>Meeting closed</p> <p>Meeting closed at 3.30 pm.</p>