



## Proactive Release

The following documents have been proactively released by the Department of the Prime Minister and Cabinet (DPMC), on behalf of Hon Andrew Little, Lead Coordination Minister for the Government's Response to the RCOI's Report into the Terrorist Attack on the Christchurch Mosques:

### **Responsible Ministers Meeting Agenda – 3 August 2021**

The following documents have been included in this release:

***Government Response to the Royal Commission of Inquiry into the Terrorist Attack on Christchurch Mosques – Responsible Ministers Meeting Agenda***

***Overview of status of RCOI recommendations (provided by the Lead Coordination Minister)***

***Briefing – Community Engagement Checklist***

***High level workplan for consultation with Kāpuia (provided by the Lead Coordination Minister)***

Some parts of this information release would not be appropriate to release and, if requested, would be withheld under the Official Information Act 1982 (the Act). Where this is the case, the relevant section of the Act that would apply has been identified. Where information has been withheld, no public interest has been identified that would outweigh the reasons for withholding it.

### **Key to redaction code:**

- Section 9(2)(f)(iv), maintain the confidentiality of advice tendered by Ministers of the Crown and officials; and
- Section 9(2)(g)(i), to maintain the effective conduct of public affairs through the free and frank expression of opinion.



## Government Response to the Royal Commission of Inquiry into the Terrorist Attack on Christchurch Mosques – Responsible Ministers Meeting Agenda

<b>Date/Time</b>	3/08/2021 1200 - 1300
<b>Venue</b>	Cabinet Committee Room, 8.5 Beehive
<b>Chair</b>	Hon Andrew Little, Lead Coordination Minister for the Government's Response to the Royal Commission's Report into the Terrorist Attack on Christchurch Mosques
<b>Members</b>	<p>Rt Hon Jacinda Ardern, Prime Minister and Minister for National Security and Intelligence</p> <p>Hon Grant Robertson, Minister of Finance</p> <p>Hon Chris Hipkins, Minister for the Public Service and Minister of Education</p> <p>Hon Carmel Sepuloni, Minister for Social Development and Employment</p> <p>Hon Nanaia Mahuta, Minister of Foreign Affairs</p> <p>Hon Poto Williams, Minister of Police</p> <p>Hon Kris Faafoi, Minister of Justice and Minister of Immigration</p> <p>Hon Jan Tinetti, Minister of Internal Affairs</p> <p>Hon Meka Whaitiri, Minister of Customs</p> <p>Hon Priyanka Radhakrishnan, Minister for Diversity, Inclusion and Ethnic Communities, and Associate Minister for Social Development and Employment</p>
<b>Apologies</b>	

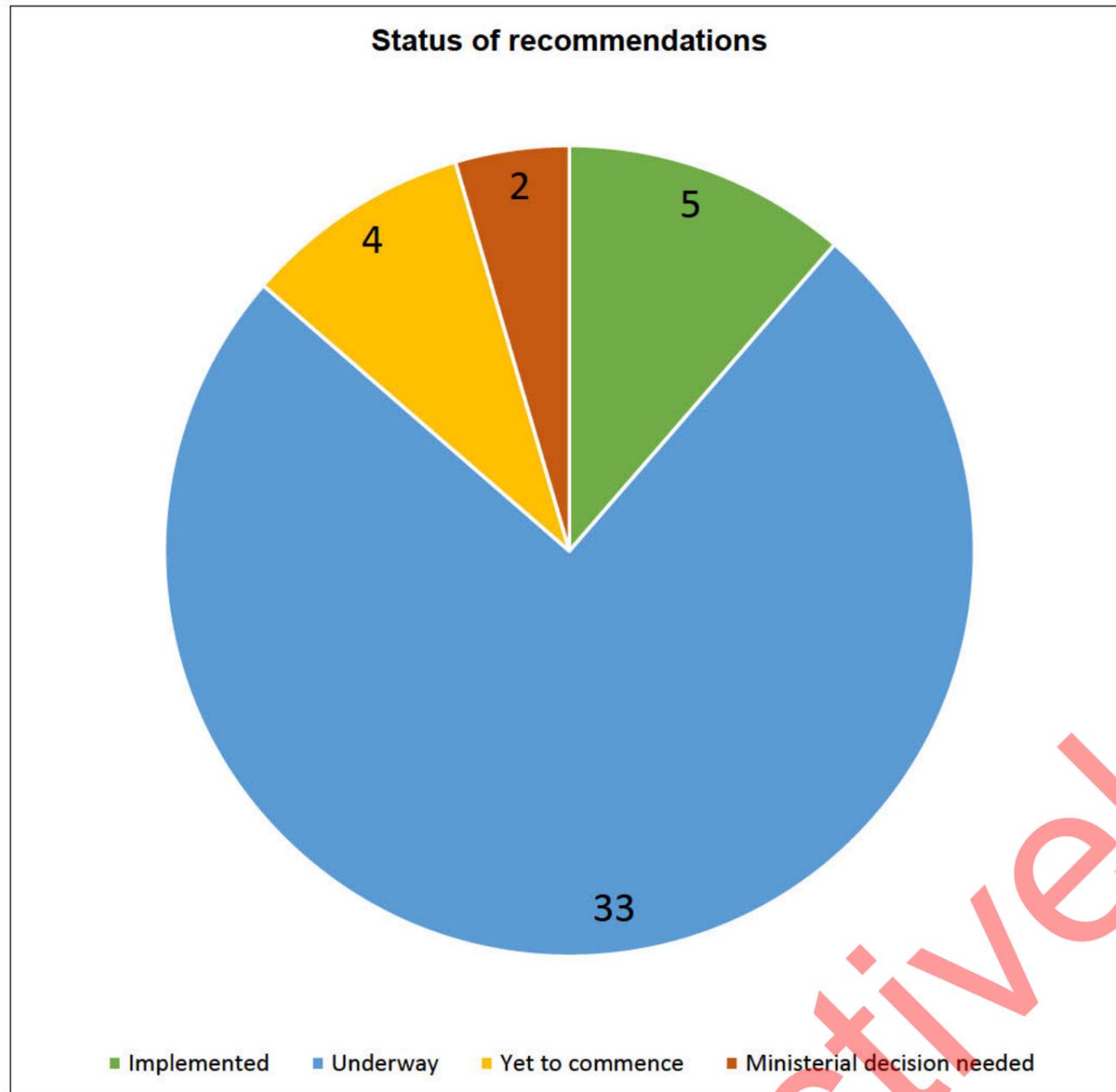
Item	Topic	Purpose / rationale	Suggested timing
1	Welcome		2 mins
2	Stocktake	<p>This item allows for reflection on work delivered over the past 8 months.</p> <p>It also seeks a decision on whether to make the use of the checklist mandatory for agencies undertaking engagement with communities on Royal Commission policy proposals.</p>	15 mins

Item	Topic	Purpose / rationale	Suggested timing
3	Kāpuia	This item provides Ministers with an update on Kāpuia, the Ministerial Advisory Group established in response to a Royal Commission recommendation.	5 mins
4	Workplan	This item seeks endorsement of a high-level work programme for the upcoming year, for consultation with Kāpuia.	20 mins
5	Risks	This item is an opportunity to seek detail from Ministers on the issues that are of current or potential concern in their portfolios which could impact on progress or on the workplan discussed in the previous item.	15 mins
6	Next steps	This item will confirm actions arising from the previous items, and note the need to report to Cabinet on progress at the end of the year	3 mins

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# APPENDIX 2: Overview of status of RCOI recommendations (provided by the Lead Coordination Minister)

Government response to the Royal Commission of Inquiry into the terrorist attack on Christchurch masjidain – Responsible Ministers meeting 3 August 2021



## Recommendations implemented this quarter:

- Recommendation 16 - Establish an annual hui on Countering violent extremism and counterterrorism. The first annual hui, He Whenua Taurikura, was held on 14-16 June 2021
- Recommendation 30 - Investigate the machinery of government options for an agency focused on ethnic communities and multiculturalism. The Ministry for Ethnic Communities was formally established on 1 July 2021
- Recommendation 44 - Establish an Implementation Oversight Advisory Group. Kāpuia, the Implementation Oversight Advisory Group, was formally established on 12 June 2021, and has met twice.

## Recommendations that are yet to commence:

- Recommendation 1 - Appointment of a Minister with responsibility and accountability to lead and coordinate the counterterrorism effort. This recommendation will be considered following the review of the national security strategic policy settings. Advice on options for the review will be discussed at ERS in February 2022.
- Recommendation 2 - Establish a new national intelligence and security agency that is well-resourced and legislatively mandated to be responsible for strategic intelligence and security leadership functions. This recommendation will be considered following the review of the national security strategic policy settings. Advice on options for the review will be discussed at ERS in February 2022.
- Recommendation 7 - Establish an Advisory Group on counterterrorism. The counterterrorism advisory group will be delivered in conjunction with the National Centre of Excellence on countering terrorism and violent extremism, which will be established in the second half of 2021.
- Recommendation 8 - Include a summary of advice from the Advisory Group and actions taken in response, when providing advice on the National Security and Intelligence Priorities and annual threatscape report. A summary of advice from the counter-terrorism advisory group will be published, once the advisory group is established.

**Implemented** – the recommendation has been completed, and work has now transitioned into business as usual. For annual recommendations, the work has been done for that year, and will revert to ‘underway’ at the beginning of each year.

**Underway** – agencies are actively working on the recommendation.

**Yet to commence** – work on these recommendations has not yet commenced. This is because it is reliant on other work which is underway, or because agencies have prioritised other recommendations.

**Ministerial decision needed** – the recommendation has reached a point where decisions by Ministers are needed before work can continue.

**Update: Collective Impact Board**

The establishment of the Collective Impact Board responds to recommendation 26: *Investigate establishing a Collective Impact Network and Board or other relevant mechanism that enables Public sector agencies, non-government organisations and affected whānau, survivors and witnesses to agree a specific work programme to provide ongoing wrap-around services to affected whānau, survivors and witnesses.*

A Collective Impact Board has been established, and is in the process of agreeing a work programme to provide support services. The status of this recommendation remains 'underway' until the work programme is agreed and the spirit of the recommendation is met.

Seven members of the Christchurch Muslim Community have been selected as Board members, including Board Chair Hamimah (Tuyan) Ahmat. There are also representatives from MSD, ACC, Immigration NZ and Police.

The Board will guide and further develop the Kaiwhakaoranga Specialist Case Management Service, which has supported the affected community since April 2019, and ensure co-ordinated support is provided from all relevant agencies.

**Update: He Whenua Taurikura**

New Zealand's annual hui on countering terrorism and violent extremism, He Whenua Taurikura, was held for the first time from 14 – 16 June 2021. The Hui responds directly to recommendation 16: *Establish an annual hui on countering violent extremism and counterterrorism.*

330 attendees from across academia, civil society and government attended the hui, where discussions were held on the nature of terrorism, a te ao Māori approach to countering radicalisation and violent extremism, the roles of the media and social media, and the roles of community in prevention and countering violent extremism.

A survey found that 87% of attendees thought the hui was good, very good, or excellent.

A summary of the hui is available on the DPMC website.

**Decision point: Community Engagement Checklist**

Recommendation 38: *Require all public service community engagement to be in accordance with the Open Government Partnership commitments and better utilise the 'Involve and Collaborate' pillars of the IAP2 Public Participation Spectrum.*

The Policy Project has delivered a significant number of resources to support agencies in undertaking high quality community engagement as part of their commitment in the Open Government Action plan. The Policy Project has now built on this work to develop a 'Community Engagement Checklist' which is being piloted with agencies as agencies respond to the recommendations of the Royal Commission. The Checklist alerts policy makers to the steps, processes and resources that will enable them to undertake good community engagement. It aligns with the Core Values and Quality Assurance Standards of the International Association of Public Participation (IAP2).

The learning from this pilot will support a broader programme of open government work focussed on active citizenship, citizen voice in decision-making, and transparency and accountability being led by the Public Service Commission. This programme of work, consistent with the Royal Commission recommendation, includes setting expectations for agencies undertaking engagement and looking for opportunities to explore innovative approaches to public participation.

A separate paper provides additional detail, and seeks Ministers agreement that the use of the checklist is mandatory for agencies undertaking engagement with communities on policy proposals in response to the Royal Commission.

s9(2)(f)(iv), s9(2)(g)(i)

[Redacted content]



# Briefing

## COMMUNITY ENGAGEMENT CHECKLIST

To Responsible Ministers for the Government Response to the Royal Commission of Inquiry into the Terrorist Attack on the Christchurch Mosques

Date	28/07/2021	Priority	Low
Deadline	3/08/2021	Briefing Number	DPMC-2021/22-37

### Purpose

1. This paper seeks your feedback on a Community Engagement Checklist and your agreement to mandate its use with agencies undertaking engagement with communities on policy proposals in response to the Royal Commission of Inquiry into the terrorist attack on Christchurch masjidain.

### Recommendations

1. **Note** the attached Community Engagement Checklist has been developed as an initial response to recommendation 38 of the Royal Commission of Inquiry into the terrorist attack on Christchurch masjidain on 15 March 2019 (RCOI) **NOTED**
2. **Direct** officials to make any changes to the Checklist **YES / NO**
3. **Agree** to make the use of the checklist mandatory for agencies undertaking engagement with communities on RCOI policy proposals. **YES / NO**
4. **Note** the intention to review the use of the Checklist by mid-2022. **NOTED**

Anneliese Parkin  
Deputy Chief Executive, Policy  
Department of the Prime Minister and  
Cabinet

28/.../2021

# COMMUNITY ENGAGEMENT CHECKLIST

## Purpose

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1. This paper seeks your feedback on a Community Engagement Checklist and your agreement to mandate its use with agencies undertaking engagement with communities on policy proposals in response to the RCOI.

## Context – RCOI Recommendation and Development of the Checklist

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2. A draft Community Engagement Checklist has been developed for use by agencies as an initial response to RCOI recommendation 38. Recommendation 38 recommends that the Government require all public sector community engagement to be in accordance with New Zealand's Open Government Partnership commitments and in particular:
  - a. require agencies to be clear about the degree of influence that community engagement has on associated decision making by indication to communities where the engagement sits on the International Association for Public Participation (IAP2) Public Participation Spectrum; and
  - b. encourage agencies to undertake more 'involve' and 'collaborate' levels of engagement in accordance with the International Association for Public Participation IAP2 Public Participation Spectrum.
3. The Policy Project has delivered a suite of resources to support agencies in undertaking high quality community engagement as part of the Open Government Action Plan. The Policy Project has now built on this work to develop a 'Community Engagement Checklist' which is being piloted as agencies respond to the RCOI recommendations.
4. The Community Engagement Checklist (attached as Appendix A) draws on the process steps and content set out in relevant International Association of Public Participation (IAP2) resources. The Checklist sets out three steps to support agencies when designing, planning and managing their community engagement. It encourages an intentional process to design engagement at the outset, to ensure it aligns with the context, scope, people and purpose of the engagement. The Checklist:
  - a) outlines key elements of good engagement planning and the delivery and management of effective and inclusive practices
  - b) includes critical questions for policy teams to consider as they embark on a policy project and identifies what evidence of success would be at each step
  - c) allows teams to record their responses to the critical questions and progress.
5. The Policy Project has led the development of the Checklist, and contracted an engagement consultant from IAP2, to peer review and provide advice on an initial draft. The draft Checklist was also tested with the RCOI Outreach Engagement sub-group. It was revised and presented to the RCOI Steering Group. The Checklist is now out with agencies for live testing.

## Mandate for the Community Engagement Checklist

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6. Recommendation 38 proposes that it be a *requirement* that all public sector community engagement be in accordance with New Zealand's Open Government Partnership commitments. We are seeking guidance from RCOI Ministers on your preference for the status of the checklist during the pilot. You could:
  - a) make it voluntary and encourage compliance, **or**
  - b) make it mandatory for agencies working on the RCOI response.
  
7. On balance, we would recommend making it mandatory and setting an expectation that agencies will use the checklist for all substantive engagement processes with communities during the pilot. This would contribute to improving the consistency and quality of engagement with communities across the RCOI response. While the engagement checklist can be used for all engagement processes, the level of detailed planning and thinking will need to be proportionate to the size and complexity of the engagement. For example, we would expect officials to work through the checklist in detail for engagement processes involving face-to-face and online engagement across New Zealand, but less detail would be required for targeted engagement on an issue only involving one stakeholder group or one or two geographical locations.
  
8. We propose that the Policy Project continue to collect and collate feedback on a quarterly basis through the RCOI Steering Group about agencies' experience using the checklist and make real time recommendations to the RCOI Steering Group if opportunities are identified to improve it.

## Next Steps

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9. The lessons learned from this pilot will support a broader programme of open government work focussed on active citizenship, citizen voice in decision-making, and transparency and accountability being led by the Public Service Commission. This programme of work, consistent with the Royal Commission recommendation, includes setting expectations for agencies undertaking engagement and looking for opportunities to explore innovative approaches to public participation.
  
10. We propose that progress on community engagement activity be reviewed by mid-2022 and at that point, RCOI ministers could identify next steps for responding to recommendation 38. This might be a good point to consider whether to broaden engagement expectations of the public service beyond the initial RCOI response.

<b>Attachments:</b>	
<b>Attachment A:</b>	Community Engagement Checklist

# ATTACHMENT A

## Community Engagement Checklist

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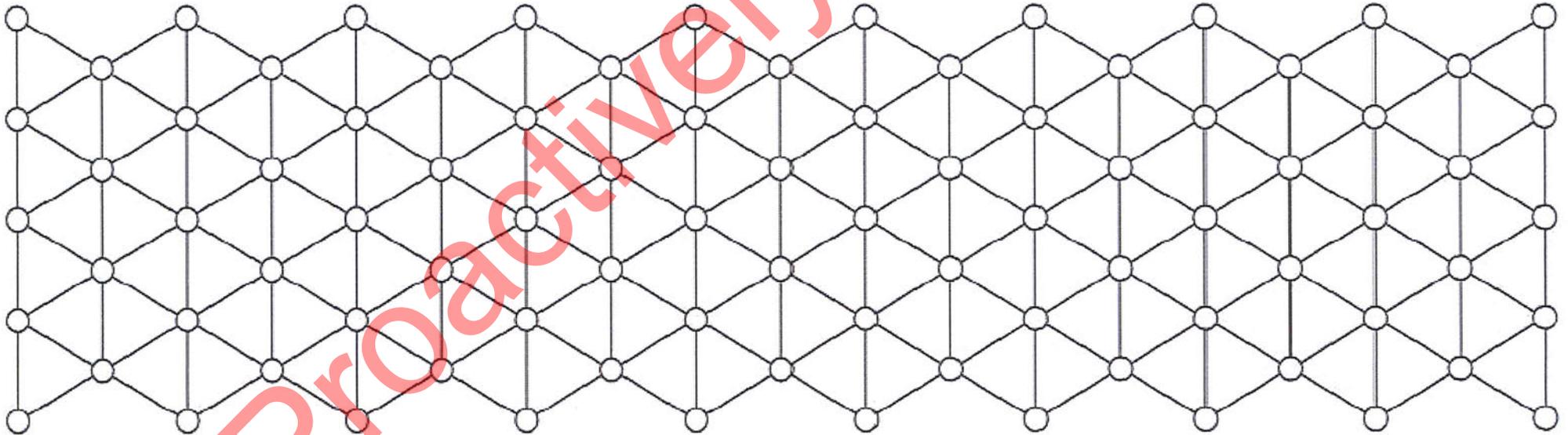
**The  
Policy  
Project**

Responsive today,  
shaping tomorrow

DRAFT

## Community Engagement Checklist

A checklist to support policy teams conducting community engagement while responding to recommendations of the Royal Commission of Inquiry into the Terrorist Attack on Christchurch Masjidain.



New Zealand Government

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## Publication details

This version was released [at a date TBC] by the Policy Project.

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## Acknowledgements

The Policy Project acknowledges that the checklist for good practice engagement was developed with the assistance of the International Association for Public Participation. We thank IAP2 Australasia for their support in developing this guide.

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# 1. Introduction

## 1.1 Purpose of this Checklist

This Checklist provides policy teams, their managers and policy advisors with process guidance for undertaking good practice community engagement, as they respond to the recommendations of the Royal Commission of Inquiry into the Terrorist Attack on Christchurch Masjidain.

The Checklist alerts policy makers to the steps, processes and resources that will enable them to undertake good community engagement. It encompasses all the necessary activities involved when carrying out good practice engagement under three key steps:

- **Step 1** – Design your engagement
- **Step 2** – Plan your engagement
- **Step 3** – Manage your engagement

The template on page 6 allows you to record your discussions, progress and notes as you carry out each activity at each step. It also sets out what evidence of success would look like at each step as a prompt to guide you.

The Checklist draws on existing community engagement resources including guidance produced by the Policy Project. It also aligns with the Core Values and Quality Assurance Standards of the International Association of Public Participation (IAP2). A full list of complementary engagement resources is set out in Section 2 below.

## 1.2 Overview of the Checklist's three steps

### Step 1 – Design your engagement

This step involves you intentionally considering the high-level design of your community engagement strategy at the outset. This design process helps you to determine the nature and level of community participation and the degree of influence they will have over the decisions that are made (or level to adopt on the IAP2 Spectrum). To determine this, you need to consider four design elements: understanding **the context**, initially **scoping the policy issue**, understanding **the people dimensions**, and setting **the purpose of the engagement**. The insights you gain will inform the high-level advice to ministers and/or senior managers on the design of community engagement.<sup>1</sup> Those insights and their decisions about the way forward will provide you with a firm foundation for undertaking detailed engagement planning in Step 2. This foundation will be strengthened by you undertaking preliminary engagement with some key representatives from relevant communities on all the design elements (including the **level of influence**) during Step 1.<sup>2</sup> Finally, it's good practice to test your mandate for your high-level design, if possible. This helps undertake your planning with confidence at Step 2.

### Step 2 – Plan your engagement

Step 2 involves developing an engagement plan that aligns with the purpose of your engagement and the level of public participation on the

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<sup>1</sup> In accordance with the IAP2's Core Value 3: 'Public participation promotes sustainable decisions by recognising and communicating the needs and interests of all participants, including decision makers'.

<sup>2</sup> In accordance with the IAP2's Core Value 5: 'Public participation seeks input from participants in designing how they participate'.

IAP2 Spectrum you selected at Step 1. To achieve this, begin by planning the engagement sequence for each community engagement event or activity. Ensure your organisation (and any partners and participants) are ready and have capacity to engage. Appropriate engagement methods should be selected that align with your engagement purpose, context and scope, taking into account whether they are accessible for your range of participants. Consider also how you will analyse engagement results, provide feedback on the engagement process and report on the implications for policy development and decisions. Drawing on the above, you'll develop your detailed engagement plan. The plan will set goals for the engagement programme, specify the engagement activities, the target groups for engagement, and who and how each activity and method will be implemented. By considering these matters upfront you will be well-placed to prepare a realistic budget for the project, also for inclusion in your engagement plan. Importantly some 'pre-engagement' or testing with key community people during this step will help ensure that your detailed engagement plan meets the needs of participants and is fit for purpose.<sup>3</sup>

### Step 3 – Manage your engagement

This step involves carefully managing delivery of the community engagement events in your engagement plan. It includes taking actions during delivery to address the needs of participants and ensure the objectives for each event can be achieved. Providing engagement materials that enable participants to contribute in a meaningful way helps achieve both. This step also includes communicating with participants about what was heard, either during or following the engagement, and giving them the opportunity, where possible, to test it reflects what they said. This ensures participants understand their voice has been heard, and their views and insights have been recorded accurately. Where possible, good practice in this step also involves communicating with participants how their views impacted on policy decisions.<sup>4</sup> The final step is to review

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<sup>3</sup> In accordance with the IAP2's Core Value 4: 'Public participation seeks out and facilitates the participation of those potentially affected by or interested in a decision'.

<sup>4</sup> In accordance with the IAP2's Core Value 7: 'Public participation communicates to participants how their input affected the decision.'

and evaluate each engagement event. This includes reviewing participant feedback on the process, and documenting insights which can be taken into account when delivering future community engagements.

## 1.3 Before you engage

To be confident that your engagement will be effective, before you engage, you need to ensure that:

- your teams are ready to engage
- your organisation invests in building your engagement capability through training; and
- you seek support and advice from those with experience engaging with diverse voices.

The Checklist is a companion to other community engagement resources which we recommend you become familiar with before carrying out your engagement. Reviewing the **Suite of engagement guidance resources** set out below in section 2 is the best starting point for policy teams as you prepare to undertake your engagement. When these preparatory steps have been taken, the Checklist becomes a safety net for good engagement practice.

## 2. Existing resources supporting the Community Engagement Checklist

### Policy Project community engagement resources

A suite of six new community engagement resources for policy advisors and government agencies was published in the [Policy Project's Policy Methods Toolbox](#) in October 2020. These were developed by the Policy Project, a unit within the Department of Prime Minister and Cabinet, to fulfil Commitment 5 of the [Open Government Partnership 2018 – 2021 National Action Plan](#). Commitment 5 aims to assist the New Zealand public sector to develop a deeper and more consistent understanding of what good engagement with the public means (right across the International Association for Public Participation's spectrum of public participation).

These resources will guide and support your community engagement design and enable you to plan and deliver inclusive engagement that reaches diverse voices. For advisors and teams with little or no engagement experience it is recommended that you seek training and support from those with experience in community engagement.

The six new community engagement resources are:

- [Good Practice Guide for Community Engagement](#) – A guide for policy advisors on good community engagement practice, including at each level of the IAP2 Spectrum of Public Participation.
- [Principles and Values for Community Engagement](#) – A guide for government agencies and policy advisors on principles and values for good community engagement in policy making.
- [Getting Ready for Community Engagement](#) – A guide for government agencies on building capability and readiness for community engagement.
- [Community Engagement Design Tool](#) – A tool to help policy advisors identify the level on the IAP2 Spectrum of Public Participation most appropriate for a specific policy project.
- [Selecting Methods for Community Engagement](#) – Resources to help policy advisors identify a shortlist of engagement methods and choose the right engagement methods to support good engagement planning.
- [Guide to Inclusive Community Engagement](#) – A guide for government agencies and policy advisors to help you reach out to diverse groups and where to find support for that.

### International Association of Public Participation resources

The checklist also draws on engagement resources developed by the International Association of Public Participation Spectrum of Public Participation.

- [IAP2 Australasia – Spectrum of Public Participation](#)
- [IAP2 Australasia Core Values](#)
- [IAP2 Quality Assurance Standard](#)

### Other engagement resources to support good practice community engagement

- [Framework and Guidelines for Engagement with Māori](#) – developed by Te Arawhiti - the Office of Māori Crown Relationships – these resources will support you to think about engaging with Māori, specifically who to engage with, how to develop an engagement strategy, and how to engage effectively. If you contact Te Arawhiti they may be able to assist you with the design of your engagement.
- [Treaty of Waitangi Analysis](#) – also developed by Te Arawhiti this impact assessment tool will help you think through whether the issues involved are likely to be considered of sufficiently high significance for Māori to make it appropriate to recommend a partnership approach and engagement and solutions that uphold the Treaty of Waitangi.
- [Guide for Engaging with Muslim Communities](#) – which sets out principles and guidance on who to engage with and how to engage with Muslim communities.
- [Step by step guide for engaging with people online](#) – this guidance supports you when undertaking an online engagement approach.
- [Guide for Central Government Engagement with Local Government](#) Section 4.4.2 Criteria for engaging with local government on issues, pp 46-48 – to help decide whether to include local authorities and local government representatives in the design of your engagement.

### 3. Checklists for good practice community engagement

Step by step process – Each of the three steps comes with a series of questions. Use the template to record your team’s responses and progress in achieving each step.

Step 1 – Design your engagement			
Step activity	Critical questions	Evidence of success	Notes on your response to critical questions and record of progress
<p><b>1.1</b></p> <p>Begin designing your engagement to determine the most appropriate level of participation and influence on the IAP2 Spectrum</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Have we reviewed and applied the Community Engagement Design Tool to help gather and analyse the information needed to shape the detailed engagement design, and ultimately identify the level on the IAP2 Spectrum most appropriate for your specific project? Have we specifically considered:                             <ul style="list-style-type: none"> <li><input type="checkbox"/> the contextual background and history that has led to this point?</li> <li><input type="checkbox"/> the scope and focus for the policy issue or opportunity – and are any matters out of scope or are aspects of solutions non-negotiable?</li> <li><input type="checkbox"/> the people and stakeholder groups interested and affected by the policy issue or opportunity and possible solutions that we will need to engage with?</li> <li><input type="checkbox"/> the high-level purpose of our engagement, and what would be an ideal outcome or outcomes from engagement?</li> </ul> </li> <li><input type="checkbox"/> In light of the above, which level of the IAP2 Spectrum should we recommend for community engagement on this project, and for which groups? A final check when recommending the spectrum level is to consider:                             <ul style="list-style-type: none"> <li><input type="checkbox"/> whether the government has already indicated it’s partnering with Māori on any of the decisions to be made, or empowering Maori to decide?</li> <li><input type="checkbox"/> would it make sense for local government to be involved in partnering with central government on making decisions or implementing any decisions that will be made as a result of the community engagement?</li> <li><input type="checkbox"/> has the government either already indicated that the response and its implementation may be community driven, or should we be recommending that?</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• The <b>context for and scope of the policy project</b> is understood and can be communicated to the range of stakeholders.</li> <li>• Affected and interested <b>people who are</b> potential engagement participants have been identified.</li> <li>• The <b>purpose of engagement</b>, within the policy project, has been clearly identified.</li> <li>• The <b>level of participation and their degree of influence</b> for the community engagement on policy decisions has been identified, with input from stakeholders.</li> <li>• Those who are party to the engagement can describe which organisations are leading the engagement.</li> </ul> <p><b>Process check</b></p> <ul style="list-style-type: none"> <li>• We sought the views of the community to inform or shape the design of engagement.</li> <li>• The design of engagement takes into account Māori as tangata whenua (iwi, hapu, whānau), and other ethnic, demographic, and socially diverse groups affected by or interested in the policy issue.</li> <li>• We considered whether there has been or might be in future any issues of engagement fatigue or distrust of government. Where appropriate, we addressed how we will mitigate any issues with our engagement design.</li> </ul>	
<p><b>1.2</b></p> <p>Secure a mandate for your high-level engagement design recommendations</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Do we have support for our assessment of the high-level design of the engagement from our decision makers and key leadership stakeholders?</li> </ul>	<ul style="list-style-type: none"> <li>• Decisions on the five design elements provide a clearly mandated foundation for your detailed planning of your community engagement.</li> <li>• There is an agreed set of expectations about who is leading the engagement, and the level of influence that input from engagement will have on policy decisions.</li> </ul>	

## Step 2 – Plan your engagement (begin only when the design stage is complete)

Step activity	Critical questions	Evidence of success	Notes on your response to critical questions and record of progress
<p><b>2.1</b></p> <p><b>Assess and build your readiness to engage</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Identify the key resources, information and relationships required to deliver the engagement plan.</li> <li><input type="checkbox"/> Assess if our organisation (and any partners) are well placed to engage effectively with our target groups – and if not, what more do we need to do to make sure we are?</li> <li><input type="checkbox"/> Do we know whether the community has the capability and readiness to participate and/or co-lead the engagement? Do we know what resourcing or support is required?</li> <li><input type="checkbox"/> Identify what further resources, information or relationships are required or need to be built.</li> </ul>	<ul style="list-style-type: none"> <li>• You have an action plan for improving organisation readiness to engage, if needed.</li> <li>• Knowledge of participants or co-leads capacity and readiness is based on their input.</li> </ul>	
<p><b>2.2</b></p> <p><b>Select engagement methods that align with the levels of decision-making influence and the needs of participants</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Design the critical engagement questions for feedback and response.</li> <li><input type="checkbox"/> Have we created a short-list of methods that align with the level(s) of participation and influence on decision making selected in Step 1 for the community or communities, and:                             <ul style="list-style-type: none"> <li><input type="checkbox"/> are they consistent with the scale of engagement intended (whether with individuals, small groups, large groups or the general public)?</li> <li><input type="checkbox"/> is their duration consistent with timing expectations for feeding engagement results into policy development and decisions?</li> <li><input type="checkbox"/> do they align with the expectations of the decision maker or the complexity of the issue or opportunity?</li> <li><input type="checkbox"/> do key community representatives of your target populations identified in Step 1 consider the proposed methods are appropriate?</li> <li><input type="checkbox"/> will the combination of methods proposed ensure that the diversity of stakeholders and target communities can participate?</li> <li><input type="checkbox"/> will the combination of methods deliver the feedback being looked for?</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• The methods chosen are tested with and have the support of participants, stakeholders and decision makers.</li> <li>• The methods align with the objectives of the engagement and will help ensure a diversity of stakeholders are engaged.</li> </ul>	
<p><b>2.3</b></p> <p><b>Prepare an engagement plan</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Have we reviewed and updated our stakeholder analysis at Step 1 to help us determine the lists of target groups and participants?</li> <li><input type="checkbox"/> Develop a plan to engage to:                             <ul style="list-style-type: none"> <li><input type="checkbox"/> develop resources and information to inform and support engagement activity</li> <li><input type="checkbox"/> promote and encourage participation across the people and stakeholders identified in Step 1 (Activation)</li> <li><input type="checkbox"/> provide a range of methods/ways for people to contribute to the engagement, including face to face and digital processes</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• The content of the engagement plan reflects the expertise of all relevant parts of your and partner organisations.</li> <li>• Any duplication of recent engagement is avoided, and engagement is timed to reduce any overall adverse impacts on communities.</li> <li>• Resource, information and relationships are identified to conduct the engagement.</li> <li>• You have planned how feedback will be provided</li> </ul>	

	<ul style="list-style-type: none"> <li><input type="checkbox"/> plan the engagement activity to meet the overall timeframes of the project, and in such a way that it doesn't conflict with other engagement activity or activities or important events for communities and stakeholders</li> <li><input type="checkbox"/> analyse responses to the engagement.</li> <li><input type="checkbox"/> report to decision makers and partners</li> <li><input type="checkbox"/> provide feedback to stakeholders and the community on the responses to the engagement and the impact, if any, on the decision made or actions taken.</li> <li><input type="checkbox"/> How will you find out which other government agencies are planning to engage on which related matters with the same target groups and communities?</li> <li><input type="checkbox"/> How will we seek and receive feedback from participants about our engagement plan, and how will we ensure this shapes the plan?</li> <li><input type="checkbox"/> Are we involving everyone we need to from our agency in the development of the plan?</li> <li><input type="checkbox"/> Are there skills we can leverage across the public service or from external providers and others to plan for or facilitate the engagement in the plan?</li> <li><input type="checkbox"/> At the outset, did we commit to all engagement in our plan including a statement promising participants that we will feedback what we heard and what affect their input had on decisions?</li> <li><input type="checkbox"/> What other feedback loops and processes will we build into the engagement processes and plan?</li> <li><input type="checkbox"/> What do we need to include in the plan to ensure the engagement methods we have chosen will enable the participation of diverse groups?</li> </ul>	<p>to participants and this is included in the engagement plan.</p> <ul style="list-style-type: none"> <li>• You know what to include in the plan that will enable the engagement to be inclusive of diverse groups.</li> <li>• Your engagement plan is inclusive, sustainable and deliverable, and factors in the capacity and resourcing of stakeholders to engage.</li> <li>• The engagement plan references the views of diverse groups about the design and process for engagement, including Māori as tangata whenua (iwi, hapu, whānau) and other ethnic, demographic and socially diverse groups.</li> <li>• Engagement methods detailed in the engagement plan are aligned to participants needs and interests and the level of influence.</li> <li>• Barriers to participation have been identified and mitigated, where possible.</li> </ul>	
<p><b>2.4</b> <b>Plan how to activate interest and participation in the engagement</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> For each engagement target group, have we identified what degree of participation in engagement events and processes we are aiming for, and what strategies are likely to result in those being achieved?</li> <li><input type="checkbox"/> Will the methods and engagement approaches that we have chosen successfully generate interest and understanding about the subject of the engagement?</li> <li><input type="checkbox"/> Where your organisation's familiarity with some engagement target groups is limited, have we drawn on the resources and support of population groups or other agencies in planning how to generate their interest and participation?</li> <li><input type="checkbox"/> How will we ensure we or influential others communicate effectively with our target groups in ways that activate interest and participation in our engagement events and processes?</li> </ul>	<ul style="list-style-type: none"> <li>• Strategies are identified that are likely to succeed in activating target group interest and participation in planned engagement.</li> <li>• Target groups learn about and participate in the activities in your engagement plan.</li> </ul>	

<p><b>2.5</b></p> <p><b>Plan to analyse feedback, identify risks during engagement delivery, and monitor participation.</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Does our plan also incorporate how we will: <ul style="list-style-type: none"> <li><input type="checkbox"/> monitor participation rates and satisfaction, and wider achievement of our engagement goals?</li> <li><input type="checkbox"/> analyse the input received and feed it into the appropriate stages of policy development and decision making?</li> <li><input type="checkbox"/> provide feedback to participants about the input they provided and its impact on policy development and/or policy decisions.</li> </ul> </li> <li><input type="checkbox"/> Have we assessed the risks of your engagement plan and ways of mitigating them, from various perspectives including: <ul style="list-style-type: none"> <li><input type="checkbox"/> what might go wrong in the engagement process and why?</li> <li><input type="checkbox"/> could that risk engagement findings not being available to contribute to policy development or decision-making processes when they are needed?</li> <li><input type="checkbox"/> what adverse impacts might implementing the engagement plan have on your organisation?</li> <li><input type="checkbox"/> what adverse impacts might the engagement plan have on the communities you plan to engage with when you implement it?</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Plan includes anticipated participation levels and includes plans to analyse and report outputs.</li> <li>• Check points and oversight in place to identify risks early and respond.</li> <li>• Plan includes project of the desired levels of participation, from who.</li> </ul>	
<p><b>2.6</b></p> <p><b>Test your engagement plan</b></p>	<p><b>Test with community</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Have we tested relevant parts of the completed engagement plan with key representatives of target groups, to determine whether we have successfully understood their needs?</li> <li><input type="checkbox"/> Have the voices of Māori as tangata whenua (iwi, hapu, whānau), other ethnic communities or diverse social and demographic groups been reflected in the engagement plan?</li> <li><input type="checkbox"/> For each target group, are appropriate ways of responding to their needs and preferences for the methods, timing and process of engagement built into the plan?</li> <li><input type="checkbox"/> Have we identified any barriers to awareness of and participation in our planned engagement, and incorporated ways to mitigate them in our engagement plan?</li> <li><input type="checkbox"/> Does our community engagement plan comply with all the relevant legal and regulatory requirements?</li> <li><input type="checkbox"/> Does our engagement plan take cultural considerations and diverse perspectives into account?</li> <li><input type="checkbox"/> Does your plan detail which level(s) of engagement on the IAP2 Spectrum it is designed to achieve? Is your plan consistent with that level? Is your plan consistent with the high-level engagement purpose and where the engagement sits on the IAP2 Spectrum that you agreed with decision makers when designing your engagement in step 1?</li> <li><input type="checkbox"/> Does our engagement plan identify specific, relevant and achievable goals for each engagement events and activities it relates to?</li> <li><input type="checkbox"/> Will the methods chosen produce the information, feedback and outcomes we are looking for?</li> </ul>	<ul style="list-style-type: none"> <li>• The final engagement plan is robust, takes account of any feedback received, and is generally accepted by your target groups.</li> <li>• Does our engagement plan clearly set out appropriately tailored governance processes, communication processes and reporting mechanisms to project owners?</li> <li>• Ministers and organisational leadership are comfortable that the engagement plan reflects prior decisions, engagement goals, and their understanding and expectations – and have been alerted to likely implementation risks.</li> </ul>	

	<p><b>Test with decision makers</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Is our minister/s comfortable with the level of community participation and the level of influence on policy decisions to be made, as agreed in Step 1, and as built into the detailed engagement plan?</li> <li><input type="checkbox"/> Have we raised any issues or concerns that may arise during the engagement process in the draft or final engagement plans, or directly with ministers or senior leaders?</li> <li><input type="checkbox"/> Have we obtained a clear mandate for the engagement events and processes outlined in the engagement plan, and their timing?</li> </ul>		
<p><b>2.7</b> Develop a budget and resource plan as part of the engagement plan</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Do we have the skills and seniority levels of people from our organisation needed to deliver all the elements of the engagement plan?</li> <li><input type="checkbox"/> Do we know how much time each person would require to successfully play their role in implementing the engagement plan?</li> <li><input type="checkbox"/> What other resource does our team need access to, to support the planned engagement – including computer and other equipment purchases or hire, media space, means of travel, venue hire, catering, koha, recruitment or procurement costs, costs relating to the translation of materials, reimbursement to community organisations for costs associated with co-leading community engagement, or engagement capability building contributions to communities?</li> <li><input type="checkbox"/> Can we quantify the resources and capability needs of any community groups who need to participate?</li> <li><input type="checkbox"/> What are the overall resource consequences of implementing this engagement plan?</li> <li><input type="checkbox"/> Have we identified ways that costs – which can't be met in kind from existing budgets – can be financed, including by: <ul style="list-style-type: none"> <li><input type="checkbox"/> the existing budgets of the teams involved, with their agreement (e.g. policy advisors or in-house engagement specialists)?</li> <li><input type="checkbox"/> submitting a bid to draw on existing organisational pools of funding (e.g. for travel, equipment etc)?</li> <li><input type="checkbox"/> in kind or financial contributions from partner agencies, including communities?</li> <li><input type="checkbox"/> applying through the Budget process for new initiatives?</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• A sustainable budget that meets the needs of the community and the government is approved.</li> <li>• Those implementing the engagement plan have a clear understanding of what resources and funds they can access to achieve engagement goals.</li> <li>• Decision makers have a basis for holding those implementing the plan financially accountable.</li> </ul>	
<p><b>2.8</b> Identify, build and maintain the relationships critical to the success of the engagement plan</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Have we identified who we need to work with to ensure each engagement event and process succeeds? Are you tracking which people or groups you have established relationships with and which new people and organisations?</li> <li><input type="checkbox"/> Do we have a strategy for maintaining and building on those relationships?</li> </ul>	<ul style="list-style-type: none"> <li>• Relationships with critical stakeholders and participants identified, maintained and can be drawn on during and following the engagement.</li> </ul>	

### Step 3 – Manage your engagement (only start to engage when you have a plan in place)

Step activity	Critical questions	Evidence of success	Notes on your response to critical questions and record of progress
<p><b>3.1</b></p> <p><b>Provide participants with the information they need to participate in a meaningful way</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Are our communication resources and engagement materials:                             <ul style="list-style-type: none"> <li><input type="checkbox"/> clear, simple and in accessible formats</li> <li><input type="checkbox"/> if possible and where relevant, are they provided in a range of languages?</li> </ul> </li> <li><input type="checkbox"/> Did you get input from the community on what would work for them when designing the communication resources and engagement materials for:                             <ul style="list-style-type: none"> <li><input type="checkbox"/> informing the community about the engagement events and process?</li> <li><input type="checkbox"/> using at engagement events and in other engagement processes?</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• A range of objective and informative content has been provided to all participants to inform them in advance of the engagement process.</li> <li>• Stakeholder needs are revisited throughout the process.</li> </ul>	
<p><b>3.2</b></p> <p><b>Ensure you keep participants, decision makers and others up to date</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Do you have an agreed approach for keeping your senior managers and Ministers up to date with implementation of the engagement plan?</li> <li><input type="checkbox"/> Do you have a strategy for keeping stakeholders and the community up to date with planned engagement activities and important arrangements?</li> <li><input type="checkbox"/> Do you have a media or communications plan in place ready in case you need to respond to questions from those interested but outside the engagement process?</li> <li><input type="checkbox"/> Do you have a plan for communicating effectively with participants so they understand how any personal information or their views and insights will be stored and published?</li> <li><input type="checkbox"/> How will you check and assess who is engaging and what voices are missing from your engagement – so you can revise your plan during implementation if necessary?</li> </ul>	<ul style="list-style-type: none"> <li>• Ministers, decision makers, stakeholders and participants are informed of the timeline and processes relating to the engagement.</li> <li>• Your stakeholder analysis is iterative.</li> </ul>	
<p><b>3.3</b></p> <p><b>Ensure the venues and methods for engagement align with your engagement plan</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> For any face-to-face meetings:                             <ul style="list-style-type: none"> <li><input type="checkbox"/> do we have a plan in place to ensure participants made to feel welcomed and respected?</li> <li><input type="checkbox"/> did we consider and recognise the participants social, psychological and cultural safety, and address those needs where possible?</li> <li><input type="checkbox"/> are the venues and resources accessible and reflect what participants told us before the meeting and during the design and planning phase?</li> <li><input type="checkbox"/> are the food and refreshments we are ordering culturally and religiously appropriate and meet health needs and preferences?</li> <li><input type="checkbox"/> have we ensured the appropriate participant costs of travel are</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Valuable insights and evidence have been obtained that sheds light on the policy problem or opportunity.</li> <li>• Stakeholders provide a positive evaluation of the venues and methods chosen for the engagement, and that they meet their expectations.</li> <li>• Barriers to participation have been overcome, where possible.</li> </ul>	

	<p>being met?</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> will participation support resources be provided such as hearing loops, interpreters when needed?</li> <li><input type="checkbox"/> are physical aspects of the venues accessible for people with mobility impairments (e.g. space for people using wheelchairs to move around and be seated in the room)?</li> <li><input type="checkbox"/> For any online digital engagement did we review the <a href="#">Step by step guide for engaging with people online?</a></li> </ul>		
<p><b>3.4</b></p> <p><b>During delivery ensure participants understand the design, process and expectations of engagement</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Did we communicate the context, scope, and purpose and objectives for your engagement to participants?</li> <li><input type="checkbox"/> Have we communicated to participants about the process for the engagement including any plans to provide feedback or a summary of what we heard, how we used it, and timings for that?</li> <li><input type="checkbox"/> Have we communicated the level of influence participants will have over decisions and the process of decision making following the engagement?</li> <li><input type="checkbox"/> Have we outlined how the results and impacts of engagement will be communicated (see more below)?</li> </ul>	<ul style="list-style-type: none"> <li>• Communication to participants outlines the level of influence.</li> <li>• Participants are aware of what aspects of the decision-making process can be influenced and which can't.</li> </ul>	
<p><b>3.5</b></p> <p><b>Analyse the results of the engagement and ensure they are used in the policy development and decision making</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Do the people analysing and communicating the input of participants: <ul style="list-style-type: none"> <li><input type="checkbox"/> have the appropriate skill sets to analyse the mix of quantitative and qualitative information gathered?</li> <li><input type="checkbox"/> have access to the software, computer hardware and specialist communications or other skills they need to efficiently input, analyse and report on the main findings?</li> <li><input type="checkbox"/> have sufficient time available to produce and deliver easily understandable results into the policy process within the desired time frames?</li> </ul> </li> <li><input type="checkbox"/> In your summaries of insights and themes, have you used the words of participants and voices of the people you engaged with as much as possible?</li> </ul>	<ul style="list-style-type: none"> <li>• You are able to demonstrate how the stakeholders influenced and impacted on the decisions that have been made.</li> <li>• Higher-quality advice to Ministers supports good decision making that improves the lives of the people in New Zealand.</li> </ul>	
<p><b>3.6</b></p> <p><b>Share the results of engagement with participants and how their input affected the decision</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Have you communicated with participants about what you heard throughout the engagement process? Have you communicated how that contributed to insights fed into the policy and decision-making processes?</li> <li><input type="checkbox"/> Have you communicated with participants about how their input has influenced, impacted, or affected the decisions that have been made?</li> </ul>	<ul style="list-style-type: none"> <li>• Processes are established for feeding back the results to stakeholders.</li> <li>• Participants to the process are informed of the outcome of the engagement and their impact on the decisions that were made.</li> <li>• Participants report high levels of satisfaction with engagement outcomes.</li> </ul>	

<p><b>3.7</b></p> <p><b>Review and evaluate engagement events and activities using an agreed set of measures</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Are we using an evaluation and assurance standard to help you customise a set of measures and expectations for your engagement, such as the IAP2 Australasia Core Values and Quality Assurance Standard?</li> <li><input type="checkbox"/> Did we measure and review our engagement by:             <ul style="list-style-type: none"> <li><input type="checkbox"/> establishing a set of evaluation indicators that align with our engagement goals and will be able to demonstrate critical success?</li> <li><input type="checkbox"/> collecting information as you went along about what we have done, the effectiveness of the engagement activity and compared it with your engagement plan and goals?</li> <li><input type="checkbox"/> collecting information about who participated and how (at what level)?</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Lessons learned are recorded immediately following each engagement process and discussed with participants.</li> <li>• Sharing the lessons learned enables organisational self-awareness of strengths and weaknesses and action plans identify what to target for better future performance.</li> </ul>	
<p><b>3.8</b></p> <p><b>Use the results of your review of engagement to manage ongoing relationships and inform agency preparedness for future engagements</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Have we recorded lessons learned from our engagement, including elements that worked and didn't work, to improve future engagement practice and systems?</li> <li><input type="checkbox"/> Did we, if possible, lodge the end results of engagement and lessons learned in a secure centralised way within our agency and in a format that can be shared (if permitted)?</li> <li><input type="checkbox"/> Have we shared our findings with future engagement teams preparing engagement plans and those managing stakeholder relationships?</li> </ul>	<ul style="list-style-type: none"> <li>• Teams working on engagement use past records to inform the design, planning and delivery of future engagement and the management of stakeholder relationships.</li> <li>• Your agencies engagement practices improve over time.</li> </ul>	

Proactively Released

# APPENDIX 4: High level workplan for consultation with Kāpuia (provided by the Lead Coordination Minister)

Government response to the Royal Commission of Inquiry into the terrorist attack on Christchurch masjidain – Responsible Ministers meeting 3 August 2021

## Work programme:

Work area:	Before end 2021	First half 2022	Second half 2022	2023 and out
<b>Social cohesion – whole-of-government programme</b>	<ul style="list-style-type: none"> <li>Public engagement on how to make Aotearoa New Zealand more socially cohesive (#29,37)</li> </ul>	<ul style="list-style-type: none"> <li>Socialisation and testing of deliverables (#29,37)</li> </ul>	<ul style="list-style-type: none"> <li>Development of the social cohesion strategic framework and monitoring and evaluation regime (#29)</li> </ul>	
<b>Diversity and inclusion</b>	<ul style="list-style-type: none"> <li>Transition to a fully-functioning Ministry for Ethnic Communities. Includes development of a strategy and public engagement (#30)</li> <li>Engagement on an Employment Action Plan for Former Refugees, Recent Migrants and Ethnic Communities. Plan to be published in November</li> <li>Public Service Commissioner to publish system-level reporting against the Papa Pounamu commitments (#34)</li> </ul>	<ul style="list-style-type: none"> <li>Second intake of the Ethnic Communities Graduate Programme (#35)</li> <li>Complete rollout and ongoing provision of current package of social and emotional Learning initiatives to support self-regulation in early years (#36)</li> </ul>		
<b>Responding to hate-motivated crime and racism</b>	<ul style="list-style-type: none"> <li>Consultation on strengthening laws on speech that incites hatred and discrimination (#40)</li> <li>Consultation on the definition of 'objectionable' within the Films, Videos, Publications and Classification Act (#41)</li> <li>Team established to commence work on National Action Plan Against Racism</li> </ul>	<ul style="list-style-type: none"> <li>s9(2)(f)(iv)</li> </ul>	<ul style="list-style-type: none"> <li>Cabinet approval sought for policy changes to the Films, Videos, Publications and Classification Act (#41)</li> </ul>	<ul style="list-style-type: none"> <li>National Action Plan Against Racism finalised</li> </ul>
<b>Disengagement</b>	<ul style="list-style-type: none"> <li>Engagement between Masjid Al Noor and Christchurch Men's Prison regarding enhanced support for Muslim men in prison by the local Muslim community</li> </ul>		<ul style="list-style-type: none"> <li>He Aranga Ake is expected to be operating at full capacity by the end of December 2022. This reflects the time required to investigate and implement a robust case management ICT solution</li> </ul>	
<b>Firearms</b>	<ul style="list-style-type: none"> <li>Cabinet approval for new processes for applicants who have lived outside New Zealand sought (#23)</li> <li>Public engagement on, and Cabinet approval of, options for mandatory reporting of firearms injuries to Police by healthcare professionals (#24)</li> <li>Iterative implementation of systemic changes to firearms commences (#20,21,22)</li> </ul>	<ul style="list-style-type: none"> <li>Cabinet approval and funding for firearms licensing system sought (#20,21,22)</li> <li>Drafting of legislation to require reporting of firearms injuries to Police by healthcare professionals (#24)</li> </ul>		<ul style="list-style-type: none"> <li>All systemic changes to firearms operations fully operational (#21,22,23,24)</li> </ul>

Government response to the Royal Commission of Inquiry into the terrorist attack on Christchurch masjidain – Responsible Ministers meeting 3 August 2021

Work area:	Before end 2021	First half 2022	Second half 2022	2023 and out
<b>Community safety</b>	<ul style="list-style-type: none"> <li>Memorandum of Understanding between NZSIS and Customs to be concluded</li> <li>Te Raranga fully operational (#42)</li> <li>Advice on ongoing funding needs for the Safer Communities Fund provided to Cabinet</li> </ul>			
<b>National Security</b>	<ul style="list-style-type: none"> <li>Work on the National Security Strategic Policy Review (the first phase of strategy development) commences</li> <li>Seek Cabinet approval to introduce legislation that aligns New Zealand law with the requirements of the Budapest Convention in order to accede (#18)</li> <li>Independent review of the Intelligence and Security Act commences (#17,18)</li> <li>Intelligence and Security Committee to discuss strengthening their oversight role (#6)</li> <li>Security and Intelligence Board to have initial discussions on strengthening their role (#3)</li> <li>Policy advice on amendments to the Search and Surveillance Act provided to the Minister of Justice (#18)</li> </ul>	<ul style="list-style-type: none"> <li>Options on the National Security Strategic Policy Review provided to Cabinet for consideration; fuller strategy development commences</li> <li>Independent review of the Intelligence and Security Act completed</li> <li>Officials begin second wave consideration of counter-terrorism legislation, as part on ongoing regulatory stewardship (#18)</li> </ul>	<ul style="list-style-type: none"> <li>Review of New Zealand's National Security and Intelligence Priorities</li> <li>Advice on machinery of government recommendations relating to the proposed National Intelligence and Security Agency (#2)</li> <li>Implementation of recommendations in the 2018 Review of the New Zealand Classification System (#9)</li> <li>Security Information in Proceedings Bill enacted (#11,18)</li> </ul>	<ul style="list-style-type: none"> <li>Implementation of Machinery of Government changes relating to the proposed National Intelligence and Security Agency (#2)</li> </ul>
<b>Countering terrorism and violent extremism</b>	<ul style="list-style-type: none"> <li>Formal establishment of the National Centre of Excellence on preventing and countering violent extremism (#14)</li> <li>Establishment of an advisory group on counterterrorism (#7,8)</li> <li>Development of a strategic approach to the Preventing and countering violent extremism strategy (#4)</li> <li>Counter-Terrorism Legislation Bill enacted (#18)</li> </ul>	<ul style="list-style-type: none"> <li>Strategic approach to counter-terrorism public information and communications developed (#15)</li> <li>Statutory review of Anti-Money Laundering and Countering Financing (AML/CFT) Act completed (#18)</li> <li>Seek Cabinet approval for early regulatory changes to enhance information sharing by Financial Intelligence Unit as part of AML/CFT work (#18)</li> </ul>	<ul style="list-style-type: none"> <li>Second He Whenua Taurikura hui (#15,16)</li> </ul>	<ul style="list-style-type: none"> <li>Annual He Whenua Taurikura hui (#15,16)</li> </ul>
<b>Outreach and engagement</b>	<ul style="list-style-type: none"> <li>Trial of 'hub approach' to reduce engagement fatigue</li> <li>Second tranche of Ethnic and Faith Community Engagement Response Funding</li> <li>NZSIS Muslim Advisory Group established</li> </ul>	<ul style="list-style-type: none"> <li>Subject to need, a second round of nationwide – or more targeted – hui could take place in the first half of 2022</li> </ul>		<ul style="list-style-type: none"> <li>Last year of Ethnic and Faith Community Engagement Response Funding</li> </ul>

Note: this table outlines work that is being delivered in response to the Royal Commission of Inquiry into the terrorist attack on Christchurch masjidain, as well as work that is associated with the government response but has its genesis in other processes (e.g. the National Action Plan Against Racism). It does not cover all work relating to countering violent extremism and terrorism or social cohesion occurring within New Zealand.

Ministers are asked to endorse this work programme, and agree that it can be shared with Kāpuia, for their feedback, prior to Cabinet agreement of the programme in November 2021.